

PROCEEDINGS
OF THE
BOARD OF DIRECTORS

OF THE
CHICAGO PUBLIC LIBRARY

FROM

JULY 11, 1910, TO JUNE 24, 1912

VOL. XVIII



LIBRARY
OF THE
UNIVERSITY
OF ILLINOIS

027
C5326R2
1910/12

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The following were members of the Board of Directors during the period covered by this volume, July 11, 1910 to June 24, 1912.

ROBERT J. ROULSTON	-	-	-	-	-	-	1905—1914 term expires
GEORGE B. ARMSTRONG	-	-	-	-	-	-	1908—1911 term expired
GRAHAM TAYLOR	-	-	-	-	-	-	1906—1912 term expires
JULIUS STERN	-	-	-	-	-	-	1906—1912 term expires
ANTONIO LAGORIO	-	-	-	-	-	-	1906—1912 term expires
*EDWARD A. BLODGETT	-	-	-	-	-	-	1908—1910 deceased
FREDERICK H. RAWSON	-	-	-	-	-	-	1908—1911 term expired
MORTIMER FRANK	-	-	-	-	-	-	1910—1913 term expires
HENRY V. FREEMAN	-	-	-	-	-	-	1910—1913 term expires
HORATIO L. WAIT	-	-	-	-	-	-	1911—1913 term expires
MAX HENIUS	-	-	-	-	-	-	1911—1914 term expires
PHILIP M. KSYCKI	-	-	-	-	-	-	1911—1914 term expires

*Deceased October 27, 1910, and succeeded by Horatio L. Wait, January 9, 1911.

Secretary to the Board	-	-	-	-	HARRY G. WILSON
Librarian	-	-	-	-	HENRY E. LEGLER

At a regular meeting of the Library Board held June 24, 1912, it was ordered:
 "That the Secretary be authorized to prepare an index to the proceedings of the Board for two years ending June 30, 1912, and that thirty volumes be bound at an estimated cost of \$50.00."

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BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, JULY 11, 1910.

OFFICIAL RECORD.

There were present, the President, Director Roulston, in the chair, and Directors Stern, Blodgett, Waterman and Armstrong.

Absent — Directors Lagorio, Cigrand, Taylor and Rawson.

MINUTES APPROVED.

On motion of Director Blodgett the minutes of the adjourned regular meeting held June 27, 1910, were approved as recorded and printed, without being read.

COMMUNICATIONS.

Communications were received as follows:

From Mrs. Alice E. Bates, president of the Alice E. Bates Circle, requesting permission to use assembly hall for regular meetings of that society.

Referred to the Committee on Buildings and Grounds.

From Frank Eikenkoeter praying the

Board to establish a delivery station at 1900-Addison avenue.

Referred to the Committee on Delivery Stations.

From Mrs. M. Dunne, keeper of delivery station No. 8 West, in reference to the removal of the station now located at 3555 Ogden Avenue.

Referred to the Committee on Delivery Stations.

COMMITTEE ON LIBRARY.

Director Stern, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Blodgett, Waterman, Armstrong and the President—5.

Nays—None.

A. C. McClurg & Co., books.....	\$3,183.55
B. F. Stevens & Brown, books and subscriptions, £131/15/3 (est.).....	641.63
Otto Harrassowitz, books, Marks 1258.30 (est.).....	301.99

R. L. Polk & Co., books.....	51.00
James Clarke & Co., books.	42.75
D. Appleton & Co., books.....	24.00
Burgmeier Book Bindery, binding. . .	458.82
Geo. E. Koehler, binding.....	441.58
John Seybold, binding.....	292.67
Northwestern Bindery, binding.	230.17
Geo. E. Cole & Co., stationery.....	60.15
Rockwell-Barnes Co., stationery.	44.50
Cameron, Amberg & Co., miscellaneous slips and cards.....	43.10
Dennison Mfg. Co., gummed labels printed.....	31.50
James Watson & Co., printing minutes	15.95
Gurewitch & Ravitch, periodicals.....	15.65
Bradner Smith & Co., paper.....	13.17
Democrat Printing Co., circulation sta- tistics sheets.....	12.00
H. S. Parrish & Co., stationery.....	8.90
Max Stern's Sons, circulating branch book cards.....	5.50
H. G. Wilson, Secretary, cash expenses June, 1910	160.93
	<u>\$6,079.51</u>

He, also, presented a bill from Geo. Busse for miscellaneous art books, amounting to \$62.00, and moved that it be paid from the Ryder fund income.

Carried.

He, also, presented a list of bills for miscellaneous books, continuations and subscriptions, amounting to \$50.30, and moved that the bills be ordered paid from the incidental fund.

Carried.

He, also, presented a list of current American books, 65 vols., to cost \$69.26, recommended by the Librarian and approved by the Committee, and moved that the books be ordered purchased.

Carried.

COMMITTEE ON ADMINISTRATION.

Director Blodgett, Chairman, on behalf of the Committee, recommended that the action of the Librarian in suspending

Edward J. Porter, page, be approved, and that said Edward J. Porter be reported to the Civil Service Commission for separation.

The recommendation of the Committee was concurred in.

He, also, presented the following list of vacancies, appointments and changes in salary for May and June, 1910, which was received and ordered published.

James Marshall, temporary page, separated May 9.

August Corbel, page, discharged May 10.

David Rabinovitz, page, discharged May 10.

Edward A. Rosenblum, page, discharged May 10.

Alex Urban, temporary page, separated May 20.

Patrick J. Faloona, page, resigned May 23.

James C. Barbee, Jr., page, resigned May 31.

Benjamin Rothbord, temporary page, separated June 2.

Janet A. Hall, temporary junior assistant, separated June 10.

Harry L. Smith, page, resigned June 25.
Junior assistant—Children's librarian appointed, \$660 per year:

Eleanor Buynitzky, temporary, May 23.
Junior assistant—Assistant Branch librarian appointed, \$420 per year:

Mrs. Luba Lazareff, temporary, May 23.
Junior assistant appointed, \$420 per year:

Joseph Hladky, temporary, June 7.
Special clerk appointed, \$1.25 per day:

John T. Benz, temporary, June 28.
Pages appointed, \$300 per year:

Benjamin Rothbord, temporary, May 9.
Nathan Katzenelson, temporary, June 1.

Hymen Raclin, June 1.
Abraham Myerson, June 21.

Junior assistant temporarily increased in salary, \$480 to \$660 per year:

Louise M. Hannagan, June 10 (detailed to duty at Branch Reading Room).

Carpenter, for temporary work, appointed, \$4.80 per day:

John P. Cunningham, June 27.

Janitor, for temporary work, appointed, \$600 per year:

John M. Ward, June 22.

Automobile operator appointed, \$780 per year:

John P. Wallenborn, June 1.

Fred A. Bradley, temporary, June 29.

COMMITTEE ON DELIVERY STATIONS.

Director Armstrong, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Blodgett, Waterman, Armstrong and the President—5.

Nays—None.

Standard Oil Co., gasoline.....	\$112.70
Hartford Rubber Works Co., rubber tires.....	60.66
Knox Automobile Company of Illinois, automobile parts.....	45.76
Tuthill Spring Co., springs.....	37.20
Valvoline Oil Co., oil.....	29.30
Estate Edward R. Ladew, belting.....	22.89
Gallagher & Speck, machinists' labor....	16.56
Frank Seely, hanging delivery station signs.....	10.00
	\$335.07

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Blodgett, in the absence of the Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Blodgett, Water-

man, Armstrong and the President—5.

Nays—None.

Lewis Institute, rent, etc., W. Madison St. branch.....	\$ 100.00
Ben Ginsberg, rent, etc., Milwaukee Ave. branch.....	80.00
Albert W. Greene, rent, etc., North Clark St. branch.....	75.00
M. Krska, rent, etc., W. 26th St. branch.	65.00
Ernst Stock, Agt., rent, North Ave. branch.....	60.00
Chicago, Burlington & Quincy Railroad Co., rent, Lawndale branch.....	30.00
Wm. A. Giles (F. A. Hill & Co., Agts.), rent, etc., Austin branch.....	25.00
Peoples Gas Light & Coke Co., gas.....	37.33
Chicago Telephone Co., telephone service	50.33
A. Henrotin Co., soap.....	36.00
Haegle Ice Co., ice.....	31.74
Sprague, Warner & Co., soap.....	20.25
J. F. McGuire, sprinkling streets, main library.....	20.00
C. A. Coey Auto Service Co., automobile hire.....	14 00
The Chicago Evening Post, advertising.	10.17
Raymond Express Co., delivering mail..	9.00
Howe Scale Co. of Illinois, repairing coal car.....	52.32
D. J. Gallagher Mfg. Co., waste and wipers.....	22.63
G. Bossenga, removing ashes.....	11.25
McMaster-Carr Supply Co., engineering supplies.....	11.24
Crane Co., engineering supplies.....	4.19
Illinois Electric Co., electrical supplies.	20.35
Remien & Kuhnert Co., paint, shellac, etc.....	40.64
Bullard & Gormley Co., hardware.....	28.05
Sanitary Office Towel Co., laundering towels.....	23.97
James S. Kirk & Co., soft soap.....	21.65
Eclipse Marble Cleaner, marble cleaner.	8.00
Library Bureau, filing cabinets, chairs, etc.....	297.02
Alexander H. Revell & Co., chair, table and screen.....	15.20
William Mavor Co., 2d payment on alterations in Library bldg.....	1,020.00
Warren Construction Co., 1st payment on electrical work.....	425.00
F. O. Baumann Mfg. Co., carpenter work	117.60
S. J. Cassell, iron.....	10.00
Wiley, Magill & Johnson, insurance contents Lawndale branch.....	8.70

Commonwealth Edison Co., electric current Blackstone branch.....	23.77
H. G. Wilson, Secretary, cash expenses, June, 1910	50.47
Davis Marble Co., 1st payment on marble and mosaic work.....	1,020.00
Library Bureau, 1st payment on alterations in delivery room.....	2,975.00
Lamson Consolidated Store Service Co., 1st payment on pneumatic tube service	510.00
	\$7,380.87

He, also, presented the following table of bids and the recommendation of the Committee on the question of the coal contract for the ensuing year, and moved that the recommendation be concurred in.

Carried.

Yeas—Directors Stern, Blodgett, Waterman, Armstrong and the President—5.

Nays—None.

THE CHICAGO PUBLIC LIBRARY.

Tabulation of Proposals for Coal, June 25, 1910.

BIDDER.	STATE.	COUNTY.	Moisture.	Ash Dry	Dry B. T. U. per lb.	Trade name.	Ton price.	Net B. T. U. for 1 ct.	Figures checked.	Per cent. of high guarantee	Probable volatile
Chicago Washed Coal Co.	W. Va.	McDowell	4.0	5.5	14760	Pocoh New River	4.17	67524		91.7	17.00
Baker Bros.	"	Fayette	1.69	6.0	14850	New River	4.02	72098		97.9	*20.00 to 24.00
Lill Robinson Coal Co.	"	McDowell	4.5	7.0	14700	C. C. B. Pocob	4.12½	67493		91.67	17.00
City Fuel Co.	"	Randolph	2.0	8.0	14800	Smokeless	3.90	73624		100.00	Above New River
R. B. Arnold Coal Co.	"	McDowell & Mercer	3.0	6.4	14700	R. O. M. Pocoh No. 3 Vein Pocoh	3.98	71081		96.5	17.00 18.31
David Rutter Coal Co.	"	McDowell	4.0	5.0	15000		4.12½	69397		94.1	17.00
White Oak Coal Co.	"	Fayette & Raleigh	2.0	4.0	15500	White Oak New River	4.00 To Sep. 1, '10, X 75572 B. T. U., 1c. 4.25 72854 Sep. 1, '10 to Apr. 1, '11, X 71699 B. T. U., 1c. 4.00 Apr. 1, '11 to end, X 75572, B. T. U., 1c. *Vol. now runs from 21 to 25%				

Add to contract of successful bidder: "All coal delivered shall be small enough to pass through 12" x12" coal valve."

+Not correctly figured from contract data.
X. K. Co.'s figures according to contract data.

The Committee on Buildings and Grounds on the finding, as shown in the above table, select the bid of the City Fuel Company.

B. J. CIGRAND, *Chairman*,
F. H. RAWSON,
E. A. BLODGETT.

COMMITTEE ON FINANCE.

Director Waterman, in the absence of the Chairman, presented a bill from the International Audit Company, amounting to \$25.00, for its audit of the books and accounts of the Public Library for the

quarter ended May 31, 1910, and moved that the bill be ordered paid.

Carried.

REPORTS OF OFFICERS.

The Librarian presented his report for the month of June, 1910, which was received and ordered published.

He, also, presented a request from Frank Bergman, janitor, for a leave of absence for six months, on account of ill-health, and recommended that the request be granted.

Director Blodgett moved that the recommendation be approved.

Carried.

He, also, presented resignations from the following pages:

Joseph B. Sherry,

Nicholas J. King,

H. L. Smith.

Director Blodgett moved that the resignations be accepted, and that the Librarian be authorized to make requisition upon the Civil Service Commission for three pages at a salary of \$300.00 per annum each to fill the vacancies.

Carried.

He, also, presented requests from the following employes for compensation for time lost on account of illness:

Mary E. Rae, May 31 to June 30, inclusive.

Anna C. Reque, June 17 to July 9.

Jacob Reitz, June 26 to July 10.

Harry E. Hackett, May 18 to 21, inclusive.

Director Blodgett moved that compensation be allowed as follows:

Mary E. Rae, 17 days; two weeks to be deducted from vacation period.

Anna C. Reque, 15 days; one week to be deducted from vacation period.

Harry E. Hackett, 4 days to be deducted from vacation period.

Jacob Reitz, 15 days.

The motion prevailed.

The Librarian, also, presented a communication from Germania Maennerchor offering the premises Nos. 1536-1544 N. Clark street for a branch of the Public Library.

Referred to the joint Committee on Buildings and Grounds and Branches.

NEW BUSINESS.

Director Armstrong brought up the matter of ventilation in the stack and other rooms of the building, and stated that steps should be taken immediately to open some of the windows, or afford some other means of relief.

Director Blodgett moved that Director Armstrong be appointed a committee of one, with power to act, to open such windows as may be deemed necessary at an expenditure not to exceed \$1,200.00.

Carried.

Yeas—Directors Stern, Blodgett, Watterman, Armstrong and the President—5.

Nays—None.

Director Armstrong presented the following as a text for one of the bronze panels to be erected in the Hiram Kelly branch building:

THE HIRAM KELLY BRANCH
OF THE
CHICAGO PUBLIC LIBRARY.

The erection of this
branch library building was
made possible by the
generous bequest of the late
Hiram Kelly,

one of Chicago's
leading merchants,
who designated
the Chicago Public Library
as his
residuary legatee.

The Library received,
in final settlement
from the Kelly trustees,
the sum of
Two Hundred Thousand
Dollars.

It is by naming
this branch
the Hiram Kelly Branch
that the Board of Directors
of the Public Library
hope to keep
his munificent act
in grateful remembrance
and to preserve
his name
as a public benefactor.

Director Waterman moved that the in-

scription, as presented by Director Armstrong, be adopted.

Carried.

Director Armstrong, also, presented a communication from John Paulding, sculptor, proposing to furnish the two tablets for the Hiram Kelly Branch, as agreed on by the Board, including the work of modeling, casting in standard bronze metal and erecting, at a cost of \$375.00, and moved that the proposal be accepted and that an order be given for the work.

Carried.

Yeas—Directors Stern, Blodgett, Waterman, Armstrong and the President—5.

Nays—None.

On motion of Director Armstrong, the Board adjourned.

H. G. WILSON,
Secretary.

REPORT OF LIBRARIAN FOR JUNE, 1910.

CIRCULATION OF BOOKS.

The number of books taken from the Library for home use during the month of June, 1910, was 160,378 against 143,722 for the corresponding month of the previous year. The circulation from branches, exclusive of volumes supplied through the Stations Department, was as follows:

Blackstone Branch.....	6,722
Lewis Institute Branch.....	4,816
Montefiore School Branch.....	359
Burr School Branch.....	2,474
Austin Branch.....	3,502
West Park No. 2 Branch.....	4,568
Lincoln Center Branch.....	1,249
Other Agencies.....	3,103

The circulation department was open on 26 week days. The daily average week day circulation was 6,168.

REFERENCE ROOM.

	1910.	1909.
Number of recorded visitors.....	9,199	9,661
Books issued from stacks.....	24,386	26,244

No record was kept of the number of visitors who consulted the books on the open shelves.

THOMAS HUGHES READING ROOM FOR YOUNG PEOPLE.

Mean attendance per hour, 12. Average maximum attendance per hour, 19.

ROOM FOR ART BOOKS.

Visitors, 2,047. Books consulted, 6,288.

PATENTS AND PUBLIC DOCUMENTS.

	1910.	1909.
Number of visitors.....	2,323	2,621
Volumes consulted.....	10,737	11,898

BOUND NEWSPAPERS AND BOOKS FOR THE BLIND.

Visitors, 341. Bound newspapers consulted, 493. Books for the blind circulated, 96.

READING ROOM.

Periodicals issued at counter, 8,556. No record kept of use of periodicals and newspapers on open stands and racks. Mean attendance per hour, 158. Average maximum attendance per hour, 215.

BRANCH READING ROOMS.

	Av. Attendance at close of each hour.		Average Maximum Attendance.		Sunday Average.		Books Circulated Station.		Books Circulated Direct.
No. 1.....	21		32		31		4,668		
No. 3... ..	15		26		19		1,286		
No. 4... ..	38		64		50		1,560		
No. 5.....	20		28		17		1,194		4,568
No. 6.....	24		41		30		873		4,816
No. 7.....	19		29		57		1,580		
No. 8.....	11		14		15		522		
No. 9.....	35		43		60	..	813	..	
No. 10.....	15		18		38	...	748		
No. 11.....	25		34		55	...	1,308	...	
No. 12....	16		25		14		1,819		
No. 13.....	6		10		3		217		359
No. 14.....	25		43		29		983		
No. 15.....	25		40	..	34		757		

No. 16.	22		51		14		86		2,474
No. 18.....	8		13		11		408		3,502
No. 19.....	6		10		3		832		1,249
Blackstone..	15		31		125		344		6,722

DELIVERY STATIONS.

The number of books issued from 88 delivery stations was 93,864, against 95,619 from 84 stations for the same month of the preceding year.

REGISTRATION.

The number of cards issued on new registrations and re-registrations was 3,971. The registration of June, 1909, was 2,845. The number of three-year cards outstanding is 113,907.

BINDING DEPARTMENT.

Number of books at binderies June 1, 1910.....	2,142
Number of books sent to binderies in June, 1910.....	3,038
Total number of books at binderies in June, 1910.....	5,180
Number of books received from binderies in June, 1910.....	2,637
Number of books at binderies June 30, 1910.....	2,543
Number of books repaired in library in June, 1910.....	1,573

GROWTH OF THE LIBRARY.

The total number of volumes in the Library June 30, 1910, was 405,275. Received since June 1, 3,314. Books worn out and condemned since June 1, 829. Books lost and paid for since June 1, 58. Books found and money refunded since June 1, 4.

HENRY E. LEGLER,

Librarian.

CHICAGO, July 11, 1910.

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

SPECIAL MEETING.

CHICAGO, FRIDAY, JULY 22, 1910.

OFFICIAL RECORD.

There were present, the President, Director Roulston, in the chair, and Directors Stern, Blodgett, Armstrong and Frank.

Absent — Directors Lagorio, Taylor, Rawson and Freeman.

The Secretary read the following call:

"CHICAGO, July 20, 1910.

"*Mr. H. G. Wilson,*

"*Sec'y Public Library Board.*

"*Dear Sir:*—Please call a special meeting of the Board of Directors of the Chicago Public Library for Friday, July 22, 1910, at two o'clock p. m., for the purpose of electing officers of the Board and the transaction of such items in the regular order of business as may come before the meeting.

"Very truly yours.

"R. J. ROULSTON,
"President."

COMMUNICATIONS.

The following communication from the City Clerk, which was received and placed on file:

"City of Chicago.

"Office of the Clerk.

"July 22, 1910.

"*Mr. Henry Wilson,*

"*Secretary Library Board*

"*Dear Sir:*—I have the honor to inform you that on July 18th the Mayor submitted to the City Council the following appointments as Directors of the Public Library:

"Mr. Edward A. Blodgett to succeed himself,

"Dr. Mortimer Frank to succeed Dr. Cigrand,

"Hon. Henry V. Freeman to succeed Hon. A. N. Waterman, which appointments were concurred in by the City Council.

"Mr. Blodgett and Dr. Frank have called at this office and subscribed to the oath as provided by statute.

"Yours respectfully,

"FRANCIS D. CONNERY, *City Clerk.*"

COMMITTEE ON ADMINISTRATION.

Director Blodgett, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

CHICAGO, July 22, 1910.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Administration submit the following recommendations:

That the suspension by the Librarian of Emma L. Shaw for a period of two weeks with loss of salary on account of absence from duty without leave be hereby ratified.

That authority be given the Librarian for the employment of such number of bindery assistants as may be needed in the preparation of books for school collections, deposit collections, branches and the main Library, compensation being fixed at \$1.25 per day for each person so employed. Also, for a mechanical and electrical engineer for vacation relief, for a period of not exceeding ten weeks, at \$100 per month.

That leave of absence on account of illness be granted to Catherine Hatchell for a period of two months from July 1, 1910.

That leave of absence for one month without pay be granted to Julius Seltzer.

That for overtime service required of day elevator operators compensation be fixed at the rate of thirty-three cents per hour for such period of overtime.

The following resignations have been received and their acceptance is recommended, the vacancies to be filled by the Librarian subject to the usual Civil-Service requisitions:

William A. Wendt, page.

George H. Manosevitch, page in the evening service.

E. A. BLODGETT,
Committee on Administration.

REPORTS OF OFFICERS.

The Librarian stated that he had a communication from Hattie H. Harding, Chairman of the Education Department of the Chicago Woman's Club, asking permission to change the time for the use of the room adjoining the Thomas

Hughes room for the civic exhibit, prepared by children of the public schools, as granted by the Board, June 13, 1910, to the three weeks beginning September 23, 1910.

Director Stern moved that the request be granted.

Carried.

NEW BUSINESS.

The President announced that the next order of business would be the election of officers for the ensuing year, and stated that nominations for President were now in order.

Director Stern nominated Director R. J. Roulston to succeed himself as President.

There being no other nominations, Director Stern moved that the election be made unanimous.

Carried—Director Stern putting the motion.

Director Roulston thanked the Board for the renewed expression of confidence and the honor conferred on him, and after briefly outlining the work accomplished by the Board during the past year expressed the hope that the Board would continue the same progressive policy during the ensuing year.

Nominations for Vice-President being in order, Director Blodgett nominated Director George B. Armstrong.

There being no other nominations, it was moved and seconded that the election be made unanimous.

Carried.

Director Armstrong thanked the Board for the honor conferred.

The President announced the Standing Committees of the Board as follows:

Library: Directors Stern, Taylor, Frank.

Administration: Directors Blodgett, Rawson, Lagorio.

Branches: Directors Taylor, Armstrong, Stern.

Delivery Stations: Directors Frank, Armstrong, Freeman.

Buildings and Grounds: Directors Lagorio, Blodgett, Rawson.

Finance: Directors Rawson, Stern, Armstrong.

By-Laws: Directors Freeman, Lagorio, Taylor.

There being no other business, Director Armstrong moved that the Board adjourn.

Carried.

H. G. WILSON,
Secretary.

BOARD OF DIRECTORS
OF THE
CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, AUGUST 8, 1910.

OFFICIAL RECORD.

There being no quorum present, the Board adjourned to meet Friday, August 12, 1910, at five o'clock p. m.

H. G. WILSON,

Secretary.

ADJOURNED REGULAR MEETING.

CHICAGO, FRIDAY, AUGUST 12, 1910.

OFFICIAL RECORD.

There were present the President, Director Roulston, in the chair, and Directors Armstrong, Taylor, Blodgett and Frank.

Absent—Directors Stern, Lagorio, Rawson and Freeman.

MINUTES APPROVED.

On motion of Director Armstrong, the minutes of the regular meeting held July 11, and of the special meeting held July 22, 1910, were approved as recorded and printed, without being read.

COMMUNICATIONS.

Communications were received as follows:

From Mrs. Stella Blumenthal, 5120 S. Ashland avenue, asking the Board to establish a delivery station at her place of business at that number.

Referred to the Committee on Delivery Stations.

From Julius Modjeska, page, tendering his resignation as an employé of the Board.

Director Blodgett moved that the resignation be accepted, and that the Librarian be authorized to make requisition upon the Civil Service Commission for a page at a salary of \$300.00 per annum to fill the vacancy.

Carried.

COMMITTEE ON LIBRARY.

Director Taylor, in the absence of the Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Armstrong, Taylor, Blodgett, Frank and the President—5.

Nays—None.

A. C. McClurg & Co., books.....	\$3,874.73
The McDewitt-Wilson, books.....	431.30
John R. Anderson Co., books.....	46.73
R. L. Polk & Co., books.....	16.00
John Seybold, binding.....	336.43
Geo. E. Koehler, binding.....	321.32
Burgmeier Book Bindery, binding.....	127.44
Northwestern Bindery, binding.....	135.44
Barrett Bindery Co., binders.....	230.93
John F. Higgins, printing bulletins.....	102.50
J. W. Butler Paper Co., paper.....	7.66
Pilcher-Hamilton Co., paper.....	5.63
W. D. Messinger & Co., paper and twine	106.21
Bradner Smith & Co., twine and blot-	
ting paper.....	32.23
James Watson & Co., printing.....	46.55
The Shaw-Walker Co., cards.....	18.00
Geo. E. Cole & Co., misc. stationery..	12.20
American Library Association, period-	
ical cards.....	8.87
Dennison Mfg. Co., tags and labels.....	6.00
H. G. Wilson, Secretary, cash expenses	
July, 1910.....	159.28
	<u>\$6,025.45</u>

He, also, presented the following list of books, recommended by the Librarian and approved by the Committee, and

moved that the books be ordered purchased.

Carried.

Yeas—Directors Armstrong, Taylor, Blodgett, Frank and the President—5.

Nays—None.

A list of current American books, 155 vols., to cost \$171.00.

A list of current English books, 32 vols., to cost \$88.00.

A list of extra copies of popular fiction, 172 vols., to cost \$170.00.

A list of books for Lincoln Center, 17 vols., to cost \$21.00.

A list of miscellaneous books for branches and open shelf collections, 509 vols., to cost \$431.30.

A list of miscellaneous books, 13 vols., to cost \$18.23.

A list of books for Hebrew Institute Branch, 750 vols., to cost \$750.00.

Tower Dictionary catalogue of operas and operettas, to cost \$7.00.

Total, 1,649 vols., to cost \$1,656.53.

He, also, presented a list of bills for miscellaneous books, amounting to \$6.70, and moved that the bills be ordered paid from the incidental fund:

Carried.

He, also, recommended on behalf of the Committee, that the liability for a book destroyed by fire while in possession of Mark S. Weinstein, deceased, be canceled, and that similar action be taken in the matter of liability for a book destroyed by fire while in possession of Jacob Jacobson.

The recommendation was concurred in.

Director Taylor, also, presented a bill from G. Broes Van Dort for miscellaneous architectural and art books, amounting to \$99.15, and moved that the bill be

ordered paid from the Ryder fund income.

Carried.

COMMITTEE ON ADMINISTRATION.

Director Blodgett, in the absence of a majority of the Committee, presented the following recommendations and moved their adoption.

Carried.

Yeas—Directors Armstrong, Taylor, Blodgett, Frank and the President—5.

Nays—None.

August 8, 1910.

*To the President and Board of Directors,
Chicago Public Library,
Chicago.*

Gentlemen:—Pending examinations for branch librarians, positions in the various sub-branches opened during the past year have been filled by sixty-day appointees. An examination recently held has resulted in an eligible list to replace temporary appointees, and also supplies eligible candidates for positions in the additional branches about to be opened. In accordance with such examinations and the provision made by the Board giving credit for training and equivalent experience, the following appointments are recommended, dating in the case of new appointees from beginning of service, at the salaries specified:

Branch librarians (Class 2, Grade A)—
Louise Hannagan, \$55; Ada M. Lanquist, \$55; Matilda Nodek, \$55; Ada C. Whitcomb, \$75; Jean McLeod, \$65; Mary P. Wilde, \$75; Julia Baker, \$60; Marie A. Hammond, \$55; Bird Morrison, \$55; Eleanor Buynitzky, \$55; Kate Chase, \$55; Maude Blake, \$75.

Children's librarians (Class 2, Grade A)—

Ella J. Horrobin, \$55; Evelyn Adams, \$55; Ruth Kimball Gardiner, \$55; Emma Levin, \$55.

These appointments are for positions in the following circulating branches at present in operation, or about to be opened: Lewis Institute, Lincoln Center, Austin, West Park No. 1, Hebrew Institute, Mark White Square, Lawndale, Burr, Cornell Square, West Park No. 3, Sherman Park, West Park No. 2, Davis Square, Open Shelf Room, West 26th Street.

Your committee further submit the following recommendations and ask for their adoption:

(1) For the employment of not to exceed 5 additional pages required in the re-organization of the work at the loan desk whereby it is planned to dispose of the services of eight or ten junior assistants, at the same time expediting the work and increasing the accommodations for the public.

(2) Converting the Thomas Hughes room into a circulating division for young people, additional to the reference work and reading room privileges heretofore furnished.

(3) Authorizing the transfer of James H. Biddle from the position of reading-room custodian to that of traveling substitute at the same salary as heretofore.

(4) Granting leave of absence for one week, with pay, to John A. Young.

(5) Fixing the number of hours of service daily for employes in the Order, Catalogue and Branches Department (main building) equivalent to those in other departments of the library service, time of beginning daily to be left discretionary with the librarian.

(6) Approving the system of efficiency records instituted by the librarian, in cooperation with heads of divisions.

(7) That beginning August 1st and until the return of Frank Bergman, the sum of \$10.00 monthly be allowed to J. Gadwood as compensation for additional service required in consequence of such absence.

E. A. BLODGETT.

COMMITTEE ON BRANCHES.

Director Taylor, Chairman, presented the following report for the information of the Board, which was received and filed:

August 8, 1910.

*To the President and Board of Directors,
Chicago Public Library,
Chicago.*

Gentlemen:—Preparations are under way for re-establishing the branch at the Hebrew Institute, which was destroyed by fire some months ago. The authorities governing that institution are planning to place at the disposal of the library a room 46 by 22½ feet, conveniently accessible to the street. The cost of equipment in the way of furniture, shelving, etc., will be borne by the Institute.

The South Park Board has approved specifications prepared by this library for the necessary shelving and other equipment of the proposed branches at Sherman Park, Cornell Square and Mark White Square. These branches will be ready to open about October 1st, the purchase of the necessary books having been authorized by this Board some weeks ago.

Arrangements have been completed for opening the new Lawndale branch some time next week. As rapidly as possible the branches at West Park No. 1 and West Park No. 2 and West 26th Street will be converted from reading rooms into circulating centers.

GRAHAM TAYLOR,
GEO. B. ARMSTRONG.

COMMITTEE ON DELIVERY STATIONS.

Director Frank, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Armstrong, Taylor, Blodgett, Frank and the President—5.

Nays—None.

Knox Automobile Company of Illinois, automobile parts.....	\$ 38.54
Hartford Rubber Works Co., rubber tires.....	115.97
Standard Oil Co., gasoline.....	80.50
Valvoline Oil Co., gas-engine oil.....	13.35
D. J. Gallagher Mfg. Co., waste.....	9.00
Excelsior Supply Co., automobile supplies.....	7.35
Samuel Harris & Co., machinists' supplies.....	9.31
Wayman & Murphy, repairs to automobiles.....	5.60
The Carborundum Co., merchandise.....	5.11
Enameled Steel Sign Co., enameled steel signs.....	93.75
	\$378.48

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Blodgett, in the absence of a majority of the Committee, presented the following schedule of bills and moved that the bills be ordered paid.

Carried.

Yeas—Directors Armstrong, Taylor, Blodgett, Frank and the President—5.

Nays—None.

Lewis Institute, rent, W. Madison St. branch.....	\$ 100.00
Ben Ginsberg, rent, Milwaukee Ave. branch.....	80.00
Albert W. Greene, rent, North Clark St. branch.....	75.00
M. Krska, rent, W. 26th St. branch.....	65.00
Ernst Stock, Agt., rent, North Ave. branch.....	60.00
Chicago, Burlington & Quincy Railroad Co., rent, Lawndale branch.....	30.00
Wm. A. Giles (F. A. Hill & Co., Agts.), rent, Austin branch.....	25.00
W. R. Adsit, wiring doors, etc.....	8.00
Peoples Gas Light & Coke Co., gas.....	27.74
John J. McGrath, branch sign.....	22.00
Chicago Telephone Co., telephone service.....	59.82
Haegle Ice Co., ice.....	42.60
Sanitary Office Towel Co., laundering towels.....	31.65
J. F. McGuire, street sprinkling.....	20.00
C. A. Coey Auto Service Co., automobile hire.....	12.00
Raymond Express Co., delivering mail.....	9.00
Tyler & Hippach, plate-glass lights.....	5.08
City Collector, City of Chicago, street-car books.....	5.30

The Chicago Evening Post Co., advertising.....	4.52
City Fuel Co., coal.....	539.18
Krehbiel Co., coal analysis	25.00
Dearborn Drug & Chemical Works, oil..	39.20
G. Bossenga, removing ashes.....	10.00
W. H. Salisbury & Co., engineering supplies.....	4.22
Maurice G. Sterrett, grease	4.00
Wm. Dilley, dusters, brushes, etc.....	39.25
James S. Kirk & Co., soap powder.....	18.78
Morrison, Plummer & Co., camphor, ammonia, etc.....	8.80
Bullard & Gormley Co., hardware.....	19.00
Library Bureau, filing cabinets, etc.....	77.30
Wm. M. Hepburn, wire book supports ..	50.00
Eliel & Loeb, insurance on 6 automobiles	120.00
Lampert & Keller, insurance on books at bindery.....	18.75
Myers & Moore Co., electrical supplies..	143.73
Kaestner & Hecht, first payment on elevator contract.....	1,275.00
F. O. Baumann Mfg. Co., carpenter work	139.30
Commonwealth Edison Co., electric current at Blackstone branch	22.89
W. V. Geary, sprinkling streets around Blackstone branch	25.00
H. G. Wilson, Secretary, cash expenses, July, 1910.....	156.83
	\$3,418.94

Director Blodgett, also, reported back the communication of Jules Berchem in reference to the erection of additional bronze tablets on the Library building, and moved that an order be given him for the erection of a bronze tablet on the southeast corner of the Library building at a cost of \$125.00.

Carried.

Yeas—Directors Armstrong, Taylor, Blodgett, Frank and the President—5.

Nays—None.

He, also, moved that an order be given Library Bureau for a charging desk for the Thomas Hughes room at a cost of \$150.00.

Carried.

Yeas—Directors Armstrong, Taylor, Blodgett, Frank and the President—5.

Nays—None.

He, also, presented a proposal from the Dearborn Drug & Chemical Works as follows:

"August 10, 1910.

"*Chicago Public Library,*

"*Chicago.*

"*Gentlemen:*—We propose to furnish the Library Board with the same high grade oils that we have furnished on previous contracts, from the first day of September, 1910, to the thirty-first day of August, 1911, on the following basis:

"We guarantee that the maximum face of the bills for said lubricating oils shall not exceed two hundred and fifty dollars (\$250.00) per year. Should our bills exceed this amount we are to accept \$250.00 in full payment. Should our bills not equal this amount we are to accept the face value of the invoices.

"The oils are to be billed as follows:

"Cylinder oil, 55 cents per gallon, less 10 per cent.

"Engine oil, 35 cents per gallon, less 10 per cent.

"We will agree, as heretofore, to at all times be responsible for any trouble in the boilers due to the oil which we are supplying.

"Very truly,

"Dearborn Drug & Chemical Works.

"Robert F. Carr, *President.*"

Director Blodgett moved that the proposal of the Dearborn Drug & Chemical Works be accepted.

Carried.

Yeas—Directors Armstrong, Taylor, Blodgett, Frank and the President—5.

Nays—None.

SPECIAL COMMITTEES.

Director Armstrong, the Special Committee appointed to arrange for the open-

ing of certain windows in the Library building, reported that bids had been received for doing this work and that a contract had been awarded to Vierling, McDowell & Co. to open seven windows in the various rooms as follows:

Stack rooms,	2 windows.
Circulating division,	2 "
Hughes room,	1 "
Librarian's office,	1 "
Secretary's office,	1 "

The total cost being \$1,120.00.

Director Blodgett moved that the action of the Special Committee be approved
Carried.

Yeas—Directors Armstrong, Taylor, Blodgett, Frank and the President—5.

Nays—None.

Director Blodgett, for the Special Committee appointed to act on questions arising in connection with the building of the Hiram Kelly Branch Library, reported that proposals had been advertised for and bids opened August 6, 1910, as follows:

Name	Amt. of Bid.	Check.
J. H. Johnson	\$53,755	None
F. H. Bernritter	51,750	\$2,588
E. M. Bent Co.	54,220	2,725
E. P. Strandberg Co.	45,000	2,250
(except plumbing).		
Arthur R. Nienz	52,371	2,619
(except plumbing and sewer)		
Wm. Grace Co.	53,336	2,700
(except plumbing, sewer and delivery desk).		
Wm. G. Carter	47,900	2,395
(except plumbing and sewer)		

Director Blodgett recommended, on behalf of the Committee, that a contract be awarded E. P. Strandberg Company for the erection of the building, in accordance with their proposal, for the sum of \$45,000, this being the lowest bid received.

Director Armstrong moved that the recommendation of the Committee be concurred in.

Carried.

Yeas—Directors Armstrong, Taylor, Blodgett, Frank and the President—5.

Nays—None.

REPORTS OF OFFICERS.

The Librarian presented his report for the month of July, 1910, which was received and ordered published.

NEW BUSINESS.

The President stated that during the absence of Director Lagorio from the city he would appoint Director Armstrong as a member of the Committee on Buildings and Grounds.

Director Armstrong stated that the edition of the handbook issued in 1909 was exhausted and moved that a committee of one be appointed to act in conjunction with the Librarian, for the purpose of publishing a new handbook of the Chicago Public Library.

Carried.

The President appointed Director Armstrong as a Special Committee.

Director Armstrong moved that the present Directors' room be used as a room for exhibition purposes, and that the room on the third floor, adjoining the Secretary's office, be furnished for the use of the Board as a Directors' room and President's office.

Carried.

Yeas—Directors Armstrong, Taylor, Blodgett, Frank and the President—5.

Nays—None.

There being no further business, Director Taylor moved that the Board adjourn.

Carried.

H. G. WILSON,
Secretary.

REPORT OF LIBRARIAN FOR JULY, 1910.

CIRCULATION OF BOOKS.

The number of books taken from the Library for home use during the month of July, 1910, was 145,801 against 134,007 for the corresponding month of the previous year. The circulation from branches, exclusive of volumes supplied through the Stations Department, was as follows:

Blackstone Branch.....	6,538
Lewis Institute Branch.....	4,443
Montefiore School Branch.....	271
Burr School Branch.....	1,636
Austin Branch.....	3,345
West Park No. 2 Branch.....	3,231
Lincoln Center Branch.....	2,473
Other Agencies.....	2,486

The circulation department was open on 25 week days. The daily average week day circulation was 5,832. The circulation from the Open Shelf room was 17,244.

REFERENCE ROOM.

	1910.	1909.
Number of recorded visitors.....	8,171	8,646
Books issued from stacks.....	21,039	23,205

No record was kept of the number of visitors who consulted the books on the open shelves.

THOMAS HUGHES READING ROOM FOR YOUNG PEOPLE.

Mean attendance per hour, 12. Average maximum attendance per hour, 15. Total attendance, 2,380.

ROOM FOR ART BOOKS.

Visitors, 2,044. Books consulted, 6,443.

PATENTS AND PUBLIC DOCUMENTS.

	1910.	1909.
Number of visitors.....	2,566	2,157
Volumes consulted.....	10,993	9,995

BOUND NEWSPAPERS AND BOOKS FOR THE BLIND.

Visitors 306. Bound newspapers consulted, 462. Books for the blind circulated, 125.

READING ROOM.

Periodicals issued at counter, 8,555. No record kept of use of periodicals and newspapers on open stands and racks. Mean attendance per hour, 132. Average maximum attendance per hour, 192.

BRANCH READING ROOMS.

	Av. Attendance at close of each hour.	Average Maximum Attendance.	Sunday Average.	Books Circulated Station.	Books Circulated Direct.
No. 1.....	22	30	..	3,477	
No. 2.....	..	..	..		
No. 3.....	12	22	..	1,202	
No. 4.....	21	36	..		3,231
No. 5.....	19	24	..	965	
No. 6.....	20	33	..	652	4,443
No. 7.....	23	37	..	1,280	
No. 8.....	13	17	..	462	
No. 9.....	33	40	..	737	..
No. 10.....	15	22	..	653	
No. 11.....	32	52	..	1,300	
No. 12.....	17	23	..	1,627	
No. 13.....	4	11	..	172	271
No. 14.....	25	37	..	694	
No. 15.....	24	35	..	624	
No. 16.....	19	29	..	49	1,636
No. 18.....	7	10	..	313	3,345
No. 19.....	10	13	..	282	2,473
Blackstone..	14	19	..	317	6,538

DELIVERY STATIONS.

The number of books issued from 88 delivery stations was 80,831, against 88,527 from 90 stations for the same month of the preceding year.

REGISTRATION.

The number of cards issued on new registrations and re-registrations was 2,866. The registration during July, 1909, was 2,539. The number of three-year cards outstanding is 115,048. The total number of non-fiction cards issued is 3,008; vacation cards, 621.

BINDING DEPARTMENT.

Number of books at binderies July 1, 1910.....	2,543
Number of books sent to binderies in July, 1910.....	2,910
Total number of books at binderies in July, 1910.....	5,453
Number of books received from binderies in July, 1910.....	1,963
Number of books at binderies July 31, 1910.....	3,490
Number of books repaired in library in July, 1910.....	2,298

GROWTH OF THE LIBRARY.

The total number of volumes in the Library July 31, 1910, was 410,531. Received since June 1, 9,157; since July 1, 5,843. Books worn out and condemned since June 1, 1,360; since July 1, 531. Books lost and paid for since June 1, 114; since July 1, 56. Books found and money refunded since June 1, 6; since July 1, 2.

HENRY E. LEGLER,
Librarian.

CHICAGO, August 8, 1910.

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, SEPTEMBER 12, 1910.

OFFICIAL RECORD.

There were present the President, Director Roulston, in the chair, and Directors Stern, Rawson, Frank and Freeman.

Absent—Directors Armstrong, Taylor, Lagorio and Blodgett.

MINUTES APPROVED.

On motion of Director Rawson, the minutes of the regular meeting of August 8, 1910, and of the adjourned regular meeting held August 12, 1910, were approved as recorded and printed, without being read.

COMMUNICATIONS.

The following communication from the City Clerk was received and placed on file:

"City of Chicago,

"Office of the City Clerk.

"September 12, 1910.

"*Mr. H. G. Wilson,*

"*Secretary Library Board.*

"*Dear Sir:*—I have the honor to inform you that Hon. Henry V. Freeman,

of whose appointment as Director of the Public Library I advised you on July 22d, has called at this office and subscribed to the oath, as provided by statute.

"Yours respectfully,

"FRANCIS D. CONNERY.

"*City Clerk.*"

Requests for the use of assembly hall were received as follows:

From Mrs. Edward L. Murfey, Secretary of the Woman's City Club, for meetings of that club on the first and third Saturday mornings of each month, from November to May.

From Dr. Frank H. Zinn, President of the Chicago Odontographic Society, for meetings of that society on the third Tuesday of each month, September to June, inclusive.

From Dr. J. B. S. King, President of the Regular Homeopathic Medical Society, for meetings of that society on the first Tuesday of each month, September to March, inclusive.

Director Rawson moved that the requests be granted.

Carried.

From Dr. Richard Martin, President Chicago's Native Sons and Daughters, requesting the use of assembly hall for a meeting October 8th or 9th.

Director Rawson stated that permission to use the hall had already been granted for Saturday evening, October 8th, and inasmuch as the Library was not open Sunday evenings he moved that the request be refused.

Carried.

Petitions for delivery stations were received as follows, and referred to the Committee on Delivery Stations:

Wm. H. Haynes, 2024 Lawrence avenue.

Louis Kanter, 49th street and St. Lawrence avenue.

Mary Etsinger, 510 E. 61st street.

A. M. Killen, 1449 E. 60th street.

Also, a petition from citizens in the vicinity of 3555 Ogden avenue in reference to the removal of the delivery station now located at that number.

Referred to the Committee on Delivery Stations.

COMMITTEE ON LIBRARY.

Director Stern, Chairman, presented the following report of the Committee, and moved its adoption.

Carried.

Yeas—Directors Stern, Rawson, Frank, Freeman and the President—5.

Nays—None.

CHICAGO, Sept. 12, 1910.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—In the purchase of books for the Chicago Public Library and its

various agencies, the procedure has been as follows:

The order department, with the assistance of the various departments of the Library, has compiled suggested lists of current American and English books, books to replace worn out copies and special lists. These have been revised by the Librarian and by your Committee, and then submitted to the Board for approval and for authority to purchase the several lists. As the Board meets monthly, it will be apparent that long delays have resulted from the time of selection to the time of purchase, and when there is taken into consideration the time required for the necessary technical processes before the books can be made available to the public, it would seem advisable to simplify methods so as prevent undue delays in getting books upon the shelves. Moreover, less infrequent book purchases would result in vastly better service to the public in every way. If possible, book orders should be authorized weekly. The formal action of the Board on each list prior to the placing of orders would seem to be unnecessary as long as the appropriations for book purposes are not exceeded by the Committee.

We would therefore recommend the adoption of the following resolution:

Resolved, That at the beginning of each year the sum included in the annual budget for book purchases be suitably apportioned for the various departments of the Library, and that appropriations be made from time to time within the limitations of the budget. That the Committee on Library be authorized to approve book lists within amounts corresponding to the appropriations so as to permit the immediate placing of orders after such approval. Also, that at each next ensuing meeting of the Board the Committee make a full report covering the book orders authorized by them.

Your Committee report that the plan of issuing vacation cards with added privi-

leges for the seasonal summer period has been much appreciated by the public, and the number of cards issued was much larger than had been anticipated. In view of the fact that this has been done experimentally, and to enable returning teachers to use the books up to the time schools were resumed, your Committee authorized an extension of use without fine penalties up to and including September 10.

In order that the Library may be officially represented at the annual meeting of the Illinois Library Association to be held at Rock Island, October 10 to 13, we recommend that the sum of sixty dollars be appropriated for the expenses of the Librarian and such other assistants as may be delegated to attend such meeting.

Respectfully submitted,

JULIUS STERN,
MORTIMER FRANK,
Committee on Library.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried,

Yeas—Directors Stern, Rawson, Frank, Freeman and the President—5.

Nays—None.

A. C. McClurg & Co., books.....	\$4,259.19
Otto Harrassowitz, books, Marks 455.35 (est.)	109.28
Clement V. Ritter, books.....	62.50
Chicago Directory Co., Directories of Chicago.....	60.00
Miss A. L. Seaverns, books.....	33.60
G. W. Barker, books.....	23.40
The McClure Co., books.....	21.66
H. R. Huntting Co., books	18.23
Charles Evans, books.....	15.00
R. L. Polk & Co., Directory of New York City	12.00
G. E. Stechert & Co., books and subscriptions.....	10.60
Perkins Institution and Massachusetts School for the Blind, books	6.56
Bennett's Newspaper and Magazine Agency, subscriptions.....	36.55

R. S. Henshaw, subscription to newspapers	24.60
Geo. E. Koehler, binding.....	582.85
John Seybold, binding.....	345.45
Lake View Job Book Bindery, binding.....	200.02
Burgmeier Book Bindery, binding.....	78.61
Kirk's Ink Co., paste.....	10.10
Swigart Paper Co., paper.....	51.92
Holmes Mfg. Co., embossed letter heads, envelopes, etc.....	43.50
Library Bureau, cards and shelf pins..	33.65
Bradner Smith & Co., printed envelopes	33.64
Addressograph Co., addresses.....	26.68
Cameron, Amberg & Co., misc. slips and cards.....	22.55
James Watson & Co., printing.....	17.85
Underwood Typewriter Co., ribbons....	9.00
Oliver Typewriter Co., ribbons.....	6.00
Geo. E. Cole & Co., misc. stationery....	5.80
Quaker City Rubber Co., rubber bands..	5.50
H. S. Parrish & Co., misc. stationery...	5.10
Dwight Bros. Paper Co., paper	4.25
H. G. Wilson, Secretary, cash expenses, Aug., 1910.....	125.49

\$8,301.05

He, also, presented a list of bills for miscellaneous books, subscriptions and continuations, amounting to \$82.61, and a bill in the amount of \$37.80 from G. Broes Van Dort for six volumes "Concours Publics," and moved that the miscellaneous bills, amounting to \$82.61, be ordered paid from the incidental fund, and that the bill for art books, amounting to \$37.80, be ordered paid from the Ryder fund income.

Carried.

Yeas—Directors Stern, Rawson, Frank, Freeman and the President—5.

Nays—None.

Director Stern, also, presented the following lists of books, recommended by the Librarian and approved by the Committee, and moved that the books be ordered purchased.

Carried.

Yeas—Directors Stern, Rawson, Frank, Freeman and the President—5.

Nays—None.

A list of current American books, 270 vols., to cost \$275.00.

A list of current English books, 17 vols., to cost \$36.00.

A list of Russian books, 374 vols., to cost \$225.00.

A list of fiction to be replaced, 1,300 vols., to cost \$975.00.

A list of books to be replaced in Thomas Hughes room, 50 vols., to cost \$50.00.

A list of French books to be replaced, 172 vols., to cost \$100.00.

A list of Bohemian books to be replaced, 275 vols., to cost \$175.00.

A list of Scandinavian books, 161 vols., to cost \$100.00.

A list of books for the Blackstone Branch, 45 vols., to cost \$43.00.

Total, 2,664 vols., to cost \$1,979.00.

COMMITTEE ON ADMINISTRATION.

In the absence of the Chairman, Director Rawson presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Stern, Rawson, Frank, Freeman and the President—5.

Nays—None.

CHICAGO, Sept. 12, 1910.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—The following resignations have been received from employes of the Library and their acceptance is recommended. We further recommend that the Librarian be authorized to fill the vacancies through requisitions on the Civil Service Commission:

Etta Meserow, junior assistant.

Julius Seltzer, page.

Toly Agazim, page.

Rudolph J. Lesak, page.

George Reifschneider, junior assistant.

Morris H. Friedman, page.

Isadore H. Cutler, page.

Joseph A. Schachter, page.

David B. Greenberg, page.

Wilbur T. Fitzgerald, page.

Some months ago authority was granted by the Board for the employment of a supervisor of home education. Inasmuch as this work, which embraces home library groups, deposit collections in various institutions, special service for foreigners, etc., had not been fully organized, an appointment was held in abeyance until now. As this feature of library work is now ready for development, we recommend that authority be given the Librarian to make requisition on the Civil Service Commission for an eligible candidate, such appointee to be placed in Class 3, Grade A. Also, that pending such certification, authority be granted for the employment, in accordance with such rating, of Renee B. Stern, dating from October 1, 1910.

Your Committee recommend that leaves of absence without pay be granted as follows:

William Glick, 3 weeks.

Marie G. Patrick, Sept. 1 to March 1.

Katherine Hatchell, Sept. 1 to Oct. 1.

A. L. Harris, 2 weeks.

Julia A. Gerloff, 1 month.

Your Committee recommend the transfer of Samuel Kaplan, evening service, from the short-term schedule to the full evening and holiday service at \$420 per annum.

Respectfully submitted,

F. H. RAWSON,

Committee on Administration.

He, also, presented a list of vacancies, appointments and promotions for July and August, 1910, which was received and ordered published.

The following is the report:

Joseph B. Sherry, junior assistant, resigned July 1.

Nicholas J. King, page, resigned July 5.

Reuben Weinhouse, page, separated July 16.

William A. Wendt, page, resigned July 18.

Kate Chase, bindery assistant, separated July 26.

Abe Gelbard, page, separated July 26.

Edward J. Porter, page, discharged July 26.

Eliza R. Pendry, bindery assistant, separated July 28.

Nathan Katzenelson, page, separated July 30.

Edward Damler, page, separated August 1.

Nathan H. Greenberg, page, separated August 1.

George H. Manosevitch, junior assistant, resigned August 1.

Anna Hatchell, bindery assistant, separated August 5.

John F. Graham, special clerk, separated August 6.

Janet M. Green, bindery assistant, separated August 11.

Julius Madjesky, page, resigned August 11.

Thomas Dwyer, special clerk, separated August 15.

George Reifschneider, junior assistant, resigned August 16.

Alice Boynton, bindery assistant, separated August 17.

Morris H. Friedman, page, resigned August 25.

Rudolph J. Lesak, page, resigned August 25.

Marguerite Misenhimer, bindery assistant, separated August 25.

Director Training Class appointed, \$1,500 per year:

Faith E. Smith, August 12.

Junior assistants—branch librarians appointed, \$900 per year:

Adah F. Whitcomb, August 20.

Mary P. Wilde, August 24.

Junior assistants—children's librarians appointed, \$660 per year:

Ruth K. Gardiner, August 22.

Eleanor Buynitzky, August 30.

Junior assistants promoted to senior assistants, Class 3, Grade B, \$960 per year:

Anna C. Reque, July 5.

Pearl I. Field, July 14.

Jessie M. Woodford, July 18.

Lucy E. Brown, July 20.

Junior assistants promoted from Class 2, Grade B, to Class 2, Grade A, \$660 per year:

Charles F. Zak, July 5.

John F. James, July 14.

Louise M. Hannagan, July 27.

Ada M. Lanquist, August 16.

Senior assistant promoted to Chief of Catalogue Division, Class 4, Grade D, \$1,500 per year:

Bessie Goldberg, July 5.

Bindery assistants temporarily appointed, \$1.25 per day:

Marguerite Misenhimer, July 20.

Anna Hatchell, July 20.

Mabel Folger, July 20.

Kate Chase, July 20.

Eliza Pendry, July 21.

Alice Boynton, July 27.

Janet M. Green, August 1.

Jessie Wells, August 2.

Catherine McNulty, August 8.

Rosebud Weaymouth, August 30.

Pages appointed, \$300 per year:

Isadore H. Cutler, July 5.

Wilbur T. Fitzgerald, July 5.

J. Gordon Chalmers, July 6.

Isadore Suluway, July 7.

Frank Forty, July 11.

Nathan H. Greenberg, July 14.

Cornelius Cohen, July 21.

Joseph A. Schachter, July 22.

Abe Gelbard, temporary, July 23.

David H. Greenberg, August 1.

Michael A. Galgano, August 4.

Anthony R. Angarola, August 12.

Robert C. Teeling, August 15.

Alfonso Angarola, temporary, Aug. 23.
 Bruno Heutte, temporary, August 23.
 Beverly Cole, temporary, August 29.
 Samuel Kaprall, temporary, August 29.
 Charles Russell, temporary, Aug. 29.
 Joseph Sheperd, temporary, Aug. 29.
 Abraham Shore, temporary, Aug. 29.
 Chester Field, temporary, August 30.

Mechanical and Electrical Engineer appointed for temporary work during vacation period, \$1,200 per year:

William Deutschman, July 30.

COMMITTEE ON DELIVERY STATIONS.

Director Frank, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Stern, Rawson, Frank, Freeman and the President—5.

Nays—None.

CHICAGO, Sept. 12, 1910.

*To the President and Board of Directors,
 The Chicago Public Library.*

Gentlemen:—For a number of outlying stations located in sparsely settled territory a daily express service has been given. On account of the limited use made of these facilities your Committee on Stations has authorized the curtailment of this service from six to two deliveries weekly, largely reducing the excessive cost and rendering possible the opening on a similar basis of stations in other sections which have heretofore had no library service whatever. The old and new stations which will have the semi-weekly service from now on are the following:

No. 9 So., E. B. Macy, 9901 Ewing Ave.

No. 20 So., Mrs. M. A. Kelly, 8673 Vincennes Ave.

No. 32 S. 94th St. and Winchester Ave., Beverly Hills.

No. 33 So., Mrs. M. King, 3805 Washtenaw Ave.

No. 15 West, Mrs. Elizabeth B. Anderson, 4431 N. 47th Ave.

No. 20 West, W. B. Hanner, 6013 Ceylon Ave.

No. 33 West, W. S. Burkill, 4822 Milwaukee Ave.

Your Committee also recommend the establishment of a station in connection with the Library at the City Normal School, 68th St. and Stewart Ave., for the accommodation of the corps of instructors and the 700 graduate students enrolled in the said institution. Also, the establishment of a station in the district heretofore supplied from the Montefiore School branch, which has been closed pending other arrangements.

Your Committee have carefully considered a number of petitions for the establishment of new stations or the transfer of old ones to new locations. We recommend that these be ordered placed on file for the reasons given in each case.

1. Robt. H. Witte, Irving Park and Elston Ave. Within easy distance of another station.

2. Mrs. Jas. Clark, 473 W. 25th Pl. Private residence unsuitable for delivery station purposes.

3. Frank Eikenkoeter, 1900 Addison Ave. Within half a mile of each of two other stations.

4. Mrs. Stella Blumenthal, 5120 S. Ashland Ave. Within half a mile of two new branches about to be opened.

5. Mrs. John I. Brejcha, 4024 W. 16th St. Not suitable for a library station.

Respectfully submitted,

MORTIMER FRANK,

HENRY V. FREEMAN,

Committee on Delivery Stations.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Rawson, Frank, Freeman and the President—5.

Nays—None.

Standard Oil Co., gasoline.....	\$107.30
Valvoline Oil Co., oil.....	15.30
Knox Automobile Co. of Ill., automobile parts	94.21
Goldsmith Bros., platinum wire.....	17.37
W. D. Gibson Co., springs.....	5.09
Excelsior Supply Co., automobile muffler.....	4.13
American Battery Co., repairs to storage battery, type H. P.....	17.25
Joseph Halsted Co., channel iron, etc....	4.65
J. M. Hecht Brass Works, brass.....	4.31
J. C. Ristenbatt, patterns.....	10.00
	\$279.61

COMMITTEE ON BUILDINGS AND GROUNDS.

In the absence of the Chairman, Director Rawson presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Rawson, Frank, Freeman and the President—5.

Nays—None.

Lewis Institute, rent, W. Madison St. branch	\$ 100.00
Ben Ginsberg, rent, Milwaukee Ave. branch	80.00
Albert W. Greene, rent, North Clark St. branch.....	75.00
M. Krska, rent, W. 26th St. branch.....	65.00
Ernst Stock, Agt., rent, North Ave. branch	60.00
Chicago, Burlington & Quincy Railroad Co., rent, Lawndale branch	30.00
Wm. A. Giles (F. A. Hill & Co., Agts.), rent, Austin branch.....	25.00
Peoples Gas Light & Coke Co., gas.....	31.45
Peoples Gas Light & Coke Co., arc lamp rental	14.50
Marshall Field & Co., window shades, etc.	12.80
Chicago Telephone Co., telephone service main library and branches	51.92
Haegle Ice Co., ice.....	45.20
Sanitary Office Towel Co., laundering towels	30.66
C. A. Taylor Trunk Works, fibre cases...	30.00
Bullard & Gormley Co., misc. hardware..	27.24
J. F. McGuire, street sprinkling.....	20.00

Chicago Auto Livery, automobile hire..	12.00
Raymond Express Co., delivering mail..	9.00
B. F. Chase Sign Co., signs	7.50
Barbee Wire and Iron Works, brass screens	6.60
S. J. Cassell, iron clips.....	5.00
City Fuel Co., coal.....	806.74
Krehbiel Co., coal analysis	25.00
Hills-McCanna Co., oil pump	20.25
McMaster-Carr Supply Co., engineering supplies	11.06
General Specialty Co., tools for boiler cleaner.....	7.00
Samuel Harris & Co., engineering supplies	4.72
D. J. Gallagher Mfg. Co., waste and wipers.....	13.73
Crandall Packing Co., water hose.....	7.50
G. Bossenga, removing ashes.....	11.00
Western Electric Co., electric fan blades, etc.....	46.63
Dearborn Drug & Chemical Works, oil..	24.26
Burdett-Rowntree Mfg. Co., elevator supplies and repairs.....	6.00
Geo. B. Carpenter & Co., rope.....	4.66
James S. Kirk & Co., soft soap.....	23.50
The Shavings and Sawdust Co., sawdust	7.00
Remien & Kuhnert Co., shellac and dusters.....	4.30
Alexander H. Revell Co., chairs.....	50.40
William Mavor Co., 3d payment, alterations in connection with new elevator.	2,380.00
F. O. Baumann Mfg. Co., carpenter work	123.20
Tyler & Hippach, 4 lights wire glass.....	27.58
Commonwealth Edison Co., lighting Blackstone branch.....	20.93
H. G. Wilson, Secretary, cash expenses Aug., 1910	31.17
	\$4,395.05

Director Rawson, on behalf of the Committee, presented the following recommendations on matters in the hands of the Committee.

1. That a contract be made with Thomas & Smith for replacing the downspouts of the Library building in accordance with their proposal, allowing 15 per cent. on the cost of material and \$12.00 per day for mechanic and helper without any additional percentage on labor, the price not to exceed \$1,060.00.

2. That the matter of repairs to the domes and roof of the Library building be referred to the Committee on Buildings and Grounds with power to act.

3. That in the matter of heating the Lawndale branch, your Committee would recommend that stoves be used, and that two railway heaters be installed at a cost not to exceed \$75.00.

4. That an order be given Lamson Consolidated Store Service Company to install a new terminal for the pneumatic tubes, in the delivery station department, for the sum of \$37.10.

5. That the petition of Alice E. Bates Circle, referred to this Committee July 11, 1910, asking permission to use assembly hall for the meetings of that society, be refused.

Director Rawson moved that the recommendations be concurred in.

Carried.

Yeas—Directors Stern, Rawson, Frank, Freeman and the President—5.

Nays—None.

COMMITTEE ON FINANCE.

Director Rawson, Chairman, presented a bill in the amount of \$40.00 from the American Surety Company of New York, for the renewal of the bond of the Secretary of the Library Board, and moved that the bill be ordered paid.

Carried.

He, also, presented a proposal from the International Audit Company to audit the books and accounts of the Public Library for the year ending May 31, 1911, for \$100.00; the work to consist of a quarterly audit and verification of the annual report.

Director Rawson moved that a contract be awarded in accordance with the proposal.

Carried.

Yeas—Directors Stern, Rawson, Frank, Freeman and the President—5.

Nays—None.

REPORTS OF OFFICERS.

The Librarian presented his report for the month of August, 1910, which was received and ordered published.

He, also, presented the following communication:

CHICAGO, Sept. 12, 1910.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—In accordance with the arrangements entered into by the Board of Directors and the public school authorities, certain designated schools representing each of the ten school districts of the city are now being equipped with classroom libraries for all grades above the third. In addition to the books comprising the school loan collection more limited supplies are being issued to classes other than those in the buildings referred to. The requests from principals and teachers are being received in such numbers that it is evident, but a week after the opening of school, that it will be impossible to meet the demands or even a considerable portion of the demands. A new elementary course of study which has been distributed among the teachers and which includes a recommended list of books, and all selections in books obtainable at the public library, has also stimulated a demand for certain books which are on the shelves in such limited numbers that a very small fraction of the individual requests can be satisfied. In order to partly meet the school demand it is respectfully suggested that authority be given to make up, within the resources available, groups of books for school use which may be retained without renewal for a period not exceeding six weeks. This does not ex-

tend the privileges now afforded through individual cards more than two weeks, except that it obviates the necessity for formal renewal upon expiration of the fourteen-day period.

In order that the work of the teachers in securing needed volumes may be rendered less burdensome, the reference department is now engaged in compiling alphabetically the selections comprised in the required school list, indicating the books in this Library wherein such selections may be found. The call numbers are appended in all cases. These lists will be issued in multigraph copies and distributed to supply every teacher in the public schools.

Respectfully submitted,

HENRY E. LEGLER,

Librarian.

Director Frank moved that the authority asked for by the Librarian, as submitted in his communication, be granted.

Carried.

NEW BUSINESS.

Director Stern presented the following resolution:

Whereas, The wages of city employes are not subject to garnishment, and

Whereas, Persistent failure by any Library employé to pay just debts reflects unfavorably upon the institution and other employes,

Resolved, That employes against whom valid charges are preferred of non-payment of obligations, be notified that failure to settle debts promptly will result in the filing of charges with the Civil Service Commission.

Director Stern moved the adoption of the preamble and resolution.

Carried.

Yeas—Directors Stern, Rawson, Frank, Freeman and the President—5.

Nays—None.

On motion of Director Frank, the Board adjourned.

H. G. WILSON,

Secretary.

REPORT OF LIBRARIAN FOR AUGUST, 1910.

CIRCULATION OF BOOKS.

The number of books taken from the Library for home use during the month of August, 1910, was 156,629 against 130,891 for the corresponding month of the previous year. The circulation from branches, exclusive of volumes supplied through the Stations Department, was as follows:

Blackstone Branch.....	6,997
Lewis Institute Branch.....	4,741
Burr School Branch.....	2,095
Austin Branch.....	4,479
West Park No. 2 Branch.....	2,970
Lincoln Center Branch.....	2,530
Lawndale Branch.....	120
Other Agencies.....	2,416

The circulation department was open on 27 week days. The daily average week day circulation was 5,801. The circulation from the Open Shelf room was 19,380.

REFERENCE ROOM.

	1910.	1909.
Number of recorded visitors.....	8,757	8,558
Books issued from stacks.....	23,183	22,725

No record was kept of the number of visitors who consulted the books on the open shelves.

THOMAS HUGHES READING ROOM FOR YOUNG PEOPLE.

Mean attendance per hour, 11. Average maximum attendance per hour, 15. Total attendance, 2,193.

ROOM FOR ART BOOKS.

Visitors, 2,239. Books consulted, 6,968.

PATENTS AND PUBLIC DOCUMENTS.

	1910.	1909.
Number of visitors.....	2,466	2,324
Volumes consulted.....	11,282	10,705

BOUND NEWSPAPERS AND BOOKS FOR THE BLIND.

Visitors, 388. Bound newspapers consulted, 631. Books for the blind circulated, 124.

READING ROOM.

Periodicals issued at counter, 9,857. No record kept of use of periodicals and newspapers on open stands and racks. Mean attendance per hour, 155. Average maximum attendance per hour, 215.

BRANCH READING ROOMS.

	Av. Attendance at close of each hour.		Average Maximum Attendance.		Books Circulated Station.		Books Circulated Direct.
No. 1.....	22		29		3,408		
No. 2.....	18		27		3		120
No. 3.....	13		24		1,266		
No. 4.....	21		39		1,328		
No. 5.....	23		30		1,119		2,970
No. 6.....	23		36		680		4,741
No. 7.....	21		30		1,351		
No. 8.....	17		23		454		
No. 9.....	29		34		731	..	

No. 10.....	13	19	590	
No. 11.....	31	48	1,496	
No. 12.....	17	26	1,684	
No. 14.....	25	35	634	
No. 15.....	23	39	542	
No. 16.....	26	45	67	2,095
No. 18.....	10	20	316	4,479
No. 19.....	9	13	324	2,530
Blackstone..	13	18	346	6,997

DELIVERY STATIONS.

The number of books issued from 89 delivery stations was 84,509, against 85,260 from 84 stations for the same month of the preceding year.

REGISTRATION.

The number of cards issued on new registrations and re-registrations was 3,040. The registration during August, 1909, was 2,294. The number of three-year cards outstanding is 116,445. Number of non-fiction cards issued in August, 1910, was 1,161; vacation cards, 178.

BINDING DEPARTMENT.

Number of books at binderies August 1, 1910.....	3,490
Number of books sent to binderies in August, 1910.....	2,077
Total number of books at binderies in August, 1910.....	5,567
Number of books received from binderies in August, 1910.....	2,441
Number of books at binderies August 31, 1910.....	3,126
Number of books repaired in library in August, 1910....	3,006

GROWTH OF THE LIBRARY.

The total number of volumes in the Library August 31, 1910, was 415,213. Received since June 1, 1910, 14,253; since August 1, 1910, 5,096. Books worn out and condemned since June 1, 1,694; since August 1, 334. Books lost and paid for since June 1, 194; since August 1, 80. Books found and money refunded since June 1, 21; since August 1, 15.

HENRY E. LEGLER,

Librarian.

CHICAGO, September 12, 1910.

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, OCTOBER 10, 1910.

OFFICIAL RECORD.

There were present, when the Board was called to order, the President, Director Roulston, in the chair, and Directors Armstrong, Stern, Lagorio, Blodgett, Rawson and Frank.

Absent—Directors Taylor and Freeman.

MINUTES APPROVED.

On motion of Director Rawson the minutes of the regular meeting held September 12, 1910, were approved as recorded and printed, without being read.

COMMUNICATIONS.

Communications were received as follows:

From Mrs. Edward L. Murfey, Secretary of the Woman's City Club, thanking the Board, on behalf of the club, for the use of assembly hall for its meetings.

Received and filed.

From Chicago Woman's Club, inviting the Board to be present at a meeting to

be held Wednesday afternoon, October 12th inst., in Fine Arts Building.

Received and placed on file.

From Walter A. Payne, Dean of the University of Chicago, requesting the Board to grant permission for use of assembly hall for a series of free public lectures on nature study, designed especially for the teachers in the Chicago public schools, on November 3, 10, 17, and December 1, 8 and 15, 1910.

Director Blodgett moved that the request be granted.

Carried.

From Chicago Homeopathic Medical Society, requesting the use of assembly hall for meetings of that society on the third Thursday of each month from October to April inclusive.

On motion of Director Blodgett the request was granted.

From Abraham L. Harris, elevator operator, praying the Board to grant him

compensation for fourteen days lost on account of sickness.

Referred to the Committee on Administration.

From Mrs. B. A. Lates, 2806 Lincoln avenue, praying the Board to establish a delivery station at her store.

Referred to the Committee on Delivery Stations.

From citizens in the vicinity of 3310 W. Montrose avenue, praying the Board to establish a delivery station at that number under the care of T. H. Brauns.

Referred to the Committee on Delivery Stations.

COMMITTEE ON LIBRARY.

Director Stern, Chairman, presented the following schedule of bills, regularly audited and approved by the Committee, amounting to \$3,936.04; a list of bills for miscellaneous books, amounting to \$42.00, to be paid from the incidental fund, and a bill for volume 6 "Concours Publics," amounting to \$6.30, to be paid from the Ryder fund income.

Director Stern moved that the bills be ordered paid.

Carried.

Yeas—Directors Armstrong, Stern, Lagorio, Blodgett, Rawson, Frank and the President—7.

Nays—None.

A. C. McClurg & Co., books.....	\$1,954.47
Clayton F. Summy Co., books.....	79.72
A. Olszewski, books.....	75.32
Clement V. Ritter, books.....	60.00
Gylendal Publishing House, books.....	24.94
Moody Manual Co., books.....	12.00
John Seybold, binding.....	305.18
Geo. E. Koehler, binding.....	225.68
Matthew Bell & Co., binding, £31/2/(est.)	151.45
Lake View Job Book Bindery, binding.	156.57

The Arabol Manufacturing Co., glue....	4.00
John F. Higgins, printing bulletin No. 96 (2,500 copies)	52.50
J. W. Butler Paper Co., paper.....	10.00
Cameron, Amberg & Co., printing library cards, etc.....	81.35
James Watson & Co., printing proceedings of Library Board.....	21.95
Max Stern's Sons, printing cards	7.50
Bradner Smith & Co., paper.....	35.26
Robt. S. Leete & Co., typewriting paper	27.00
Dwight Bros. Paper Co., paper.....	19.60
Library Bureau, miscellaneous cataloguing cards, etc.....	89.15
Geo. E. Cole & Co., misc. stationery....	34.65
Dennison Mfg. Co., gummed labels and tubes	7.88
International Time Recording Co., time cards.....	7.50
H. S. Parrish & Co., misc. stationery ...	7.80
P. A. Salisbury-Schulz Co., date holders.....	6.00
Hammond Typewriting Co., cleaning and adjusting machine.....	5.10
The Peterson-Gibbs Co., pencil whittler	5.00
H. G. Wilson, Secretary, cash expenses during Sept., 1910.....	168.47
Librarian of Congress, cataloguing cards, etc.....	300.00
	<u>\$3,936.04</u>

He, also, presented the following report of the Committee and moved that the action of the Committee, as reported, be concurred in and the recommendations adopted.

Carried.

Yeas—Directors Armstrong, Stern, Lagorio, Blodgett, Rawson, Frank and the President—7.

Nays—None.

CHICAGO, Oct. 10, 1910.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—During the past month your Committee on Library have authorized the purchase of the following lists of books:

Current American books, 210 vols., \$199.00.

Current English books, 18 vols., \$50.00.

Dramas and Dramatic Literature, 475 vols., \$475.00.

List of Operas, 91 vols., \$247.72.

Miscellaneous books for Teachers' Use, 27 vols., \$15.00.

Miscellaneous books on Animals, 39 vols., \$21.00.

List of miscellaneous books, 127 vols., \$65.00.

List of books for Story-tellers, 50 vols., \$25.00.

Branch Reading Room books to be replaced, 273 vols., \$250.00.

Books for Blackstone Branch for use in schools, 14 vols., \$8.00.

Total: 1,324 vols., \$1,355.72.

Current American books, 179 vols., \$179.70.

Extra copies of books for Teachers' Use, 85 vols., \$57.00.

Extra copies of Dramas, 43 vols., \$43.00.

List of Yiddish books, 234 vols., \$125.00.

Branch Reading Room books to be replaced, 116 vols., \$100.00.

Current books for Blackstone Branch, 31 vols., \$27.00.

Dramas for Blackstone Branch, 28 vols., \$28.00.

Total: 716 vols., \$559.70.

Your Committee recommend that the sum of \$300.00 be and the same is hereby appropriated for deposit with the Library of Congress for the purchase of cards required for the catalogues.

For reasons contained in communications received by your Committee we recommend the following fines be remitted:

Harriett B. Davis, Emmett School, volume of Holmes' Poems, \$1.34.

Malcolm P. Burnham, fine of 93 cents, incurred at the North Deering Deposit Station.

Adelbert de Sousa, "Brazil at St. Louis Exposition," 90 cents.

Respectfully submitted,

JULIUS STERN,
MORTIMER FRANK,
Committee on Library.

COMMITTEE ON ADMINISTRATION.

Director Blodgett, Chairman, presented the following report and moved its adoption.

Carried.

Yeas—Directors Armstrong, Stern, Lagorio, Blodgett, Rawson, Frank and the President—7.

Nays—None.

CHICAGO, October 10, 1910.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen: The following resignations have been received by your Committee on Administration and we recommend that they be accepted and that the Librarian be instructed to fill the vacancies by requisition on the Civil Service Commission.

Eugene A. Duffy, junior assistant.

Frank Holz, page.

Ralph W. Petersen, page.

Michael A. Galgano, page.

The following recommendations are herewith submitted and their adoption requested:

Granting leave of absence, without pay, from September 27 to October 28, to Ruth K. Gardiner.

Leave of absence for one month, without pay, from September 20 to October 19, to Bernard Britt.

Leave of absence for two months, without pay, from October 10 to December 10, to Anna J. Ferguson.

Transferring one position in the Order department from Class 2, Grade B, to Class 2, Grade A; one position in the Cataloguing department from Class 2, Grade B, to Class 2, Grade A; one posi-

tion in the Open Shelf department from Class 2, Grade B, to Class 2, Grade A; three positions in the Stations department from Class 2, Grade B, to Class 2, Grade A. Also, that four positions be created in the Stations department ranking in Class 2, Grade B, and that four positions in Class 1 be discontinued.

Some months ago a resolution was adopted by the Board for the employment of measures leading to a reduction in tardiness on the part of employes. At the second June meeting a regulation was adopted that employes, in departments designated by the Librarian, be given one-half day off a month if charged with no tardiness during the preceding month. Whether as a result of this regulation or for other reasons, the tardiness record during the past two months shows a remarkable improvement. During the month of September the tardiness was reduced approximately seventy-five per cent. Your Committee find, however, that the rule may be so construed as to give the same privilege to those who are in attendance fractional months only as to those who are regularly in attendance. We, therefore, recommend a modification of the regulation by making it non-applicable to such employes as are not present during the entire month unless such absence is excused on account of illness.

Respectfully submitted,

E. A. BLODGETT,
F. H. RAWSON,
A. LAGORIO,

Committee on Administration.

COMMITTEE ON BRANCHES.

In the absence of the Chairman, Director Stern presented the following report, and moved that the recommendations contained therein be concurred in.

Carried.

Yeas—Directors Armstrong, Stern, Lagorio, Blodgett, Rawson, Frank and the President—7.

Nays—None.

CHICAGO, October 10, 1910.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—For a distance of nine miles northwest of the Burr School Branch, at Wabansia and Ashland Aves., and to the city limits, there is no branch library at the present time. The district, of which Logan Square is the center, embraces a very large population whose only means of securing library books is through the store deposit stations. For lack of suitable available quarters, the Library has been unable heretofore to give to the people of this district a circulating branch. Your Committee on Branches have secured from F. E. Lackowski & Co., representing the owners of a building on Humboldt Boulevard, near the corner of Milwaukee Avenue, a proposal for rental on the following terms: \$50 per month for a space approximately twenty-five by seventy feet, such rental to include heating. As the proposed quarters will lend themselves readily to such partitioning as to give the required facilities for a circulating branch, including departments both for adults and children, your Committee on Branches recommend that the proper officers be authorized and instructed to secure a lease of the premises mentioned, in accordance with such offer.

We further recommend that the sum of \$750 be appropriated for the purchase of the necessary furniture, and that the matter be referred to the Committee on Buildings and Grounds with power to act.

Respectfully submitted,

GRAHAM TAYLOR,
JULIUS STERN,
GEO. B. ARMSTRONG,
Committee on Branches.

Director Taylor entered the room and took his seat.

COMMITTEE ON DELIVERY STATIONS.

Director Frank, Chairman, presented the following schedule of bills, regularly

audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Armstrong, Taylor, Stern, Lagorio, Blodgett, Rawson, Frank and the President—8:

Nays—None.

Knox Automobile Co., of Ill., automobile parts	\$164.09
Wheeler & Schöbler, one carburetor	12.80
Whitney Mfg. Co., cotter pins	4.25
Standard Oil Co., gasoline	84.70
Valvoline Oil Co., gas-engine oil	30.45
Hartford Rubber Works Co., rubber tires	126.04
Gallagher & Speck, machinists' labor	28.21
J. C. Ristenbatt, making four patterns	9.65
Scovill Mfg. Co., brass tubes	4.96
The Fair, chamois skin, polish and mantles	4.40
McMaster-Carr Supply Co., ells, pipe, etc.	4.24
Frank Seely, hanging and repairing station signs	13.50
	<u>\$488.19</u>

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Lagorio, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Armstrong, Taylor, Stern, Lagorio, Blodgett, Rawson, Frank and the President—8.

Nays—None.

Lewis Institute, rent, W. Madison St. branch	\$ 100.00
Ben Ginsberg, rent, Milwaukee Ave. branch	80.00
Albert W. Greene, rent, North Clark St. branch	75.00
M. Krska, rent, W. 26th St. branch	65.00
Ernst Stock, Agt., rent, North Ave. branch	60.00
Chicago, Burlington & Quincy Railroad Co., rent, Lawndale branch	30.00

Peoples Gas Light & Coke Co., gas and mantles	47.86
Peoples Gas Light & Coke Co., arc lamp rental	14.60
Jacob Retterer, two stoves for Lawndale branch	36.00
Chicago Telephone Co., telephone service	42.18
Haegele Ice Co., ice	32.48
A. Hannibal, recaning chairs	32.00
Sanitary Office Towel Co., laundering towels	29.73
City Collector, City of Chicago, elevator inspections	20.00
C. Tuegel, lantern slides	19.40
C. A. Coey Auto Service Co., automobile hire	13.00
Chicago Auto Livery, automobile hire	8.00
The Allen Filter Service, water cooler and bottle	9.85
Raymond Express Co., delivering mail	9.00
City Collector, City of Chicago, street-car books	5.30
City Fuel Co., coal	976.57
Krehbiel Co., coal analysis	25.00
Bullard & Gormley Co., misc. hardware	18.00
G. Bossenga, removing ashes	16.00
D. J. Gallagher Mfg. Co., waste and wipers	24.43
James S. Kirk & Co., soft soap	19.00
Addressograph Co., oak cabinet, etc.	20.00
Lampert & Keller, insurance on books, etc., at Lincoln Center branch	15.00
Eliel & Loeb, insurance on books, etc., at W. 26th St. branch	14.55
Vierling, McDowell & Co., ornamental iron, etc., for opening windows	1,180.00
Thomas & Smith, rebuilding air washer chambers and eliminators	485.00
Lamson Consolidated Store Service Co., final payment on contract for pneumatic system	140.00
Lamson Consolidated Store Service Co., replacing pneumatic tube terminal	21.50
Tyler & Hippach, one plate-glass light	120.00
F. O. Baumann Mfg. Co., carpenter work	117.60
E. Baggot Co., labor and plumbing supplies	79.00
Union Foundry Works, special spiders and standards	14.40
Garden City Sand Co., cement and sand	9.00
Commonwealth Edison Co., lighting Blackstone branch	26.53
J. F. McGuire, street sprinkling around main building	20.00
Knickerbocker Ice Co., ice	7.00

E. P. Strandberg Co., first payment on contract for general work in the Hiram Kelly branch.....	6,000.00
Frost & Granger, professional services, first payment (Kelly branch).....	1,000.00
H. G. Wilson, Sec'y, cash expenses during Sept., 1910.....	12.07
	\$11,090.05

Director Freeman entered the room and took his seat.

SPECIAL COMMITTEES.

Director Lagorio, Chairman of the Special Committee on Hiram Kelly Branch building, presented the following report, and moved that the action of the Committee be approved.

Carried.

Yeas—Directors Armstrong, Taylor, Stern, Lagorio, Blodgett, Rawson, Frank, Freeman and the President—9.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Special Committee to whom was referred, with power to act, matters pertaining to the Hiram Kelly Branch building, beg leave to report that bids for plumbing, heating and electric wiring were advertised for and opened September 26, 1910, as follows, and contracts were awarded to the lowest bidder in each case.

Name.	Plumb- ing.	Heat- ing.	Electric Wiring.
P. Nacy Co.....		\$4187	
L. H. Prentice Co.		3960	
P. Nacy Co.....	\$2097		
Hulbert & Dorsey	2020		
Wills & Smith...	2125		
White City Elec. Co.....			\$750
A. S. Schulman Co.			720
Köhler Bros.....			675

Your Committee asks the approval of the Board on its action.

Your Committee also presents a report of progress on the building, as submitted by Messrs. Frost & Granger, architects, under date of September 29, 1910.

A. LAGORIO.
F. H. RAWSON,
E. A. BLODGETT,
R. J. ROULSTON,
HENRY E. LEGLER,
H. G. WILSON,

Special Committee on Hiram Kelly Branch Building.

October 10, 1910.

“Office of Frost & Granger,
Architects.

“Chicago, Ill.,

Sept. 29, 1910.

“H. G. Wilson, Sec'y,

“Chicago Public Library, Chicago, Ill.

“Dear Sir:

PROGRESS REPORT HIRAM KELLY BRANCH.

“Below please find brief statement giving progress of work at the Hiram Kelly Branch, Chicago Public Library, to date.

“Excavation completed.

“Foundations completed.

“Back filling against the foundations delayed in order that they may be thoroughly dried out before applying the waterproofing to the exterior. We hope within a few days to apply this waterproofing and the back filling will proceed.

“The brick partition walls in basement have proceeded up to sidewalk grade.

“The plain and molded cut stone courses forming base around building is about 90 per cent. in place.

“We have started a few courses of brick-work at the corner of the east porch. These courses will be completed with the finished joint and the cut stone forming the cap above same by Monday next.

“We would appreciate an inspection of the building by yourself, or by such members of the Board as can make it convenient, early in the week, having special reference to the brick work. Mr. Frost

would like to be present at this inspection, if made.

"Very truly,
"Frost & Granger."

Director Armstrong, Special Committee of one, reported on the completion of the work of opening windows in different rooms of the Library, and stated that the ventilation throughout the building had been greatly improved and requested the discharge of the Committee.

There being no objection, it was so ordered.

REPORTS OF OFFICERS.

The Librarian presented his report for the month of September, 1910, which was received and ordered published.

On motion of Director Armstrong, the Board adjourned.

H. G. WILSON,
Secretary.

REPORT OF LIBRARIAN FOR SEPTEMBER, 1910.

CIRCULATION OF BOOKS.

The number of books taken from the Library for home use during the month of September, 1910, was 155,845 against 131,496 for the corresponding month of the previous year. The circulation from branches, exclusive of volumes supplied through the Stations Department, was as follows:

Blackstone Branch.....	6,824
Lewis Institute Branch.....	4,823
Burr School Branch.....	2,383
Austin Branch.....	4,110
West Park No. 2 Branch.....	2,566
Lincoln Center Branch.....	2,560
Lawndale Branch.....	1,140
Other Agencies.....	3,570

The circulation department was open on 25 week days. The daily average week day circulation was 6,234. The circulation from the Open Shelf room was 19,611.

REFERENCE ROOM.

	1910.	1909.
Number of recorded visitors.....	10,508	9,581
Books issued from stacks....	25,750	25,294

No record was kept of the number of visitors who consulted the books on the open shelves.

THOMAS HUGHES READING ROOM FOR YOUNG PEOPLE.

Mean attendance per hour, 10. Average maximum attendance per hour, 16.
Total attendance, 2,311.

ROOM FOR ART BOOKS.

Visitors, 2,600. Books consulted, 8,082.

PATENTS AND PUBLIC DOCUMENTS.

	1910.	1909.
Number of visitors.....	2,617	2,021
Volumes consulted.....	10,845	9,395

BOUND NEWSPAPERS AND BOOKS FOR THE BLIND.

Visitors, 331. Bound newspapers consulted, 684. Books for the blind circulated, 109.

READING ROOM.

Periodicals issued at counter, 10,630. No record kept of use of periodicals and newspapers on open stands and racks. Mean attendance per hour, 192. Average maximum attendance per hour, 262.

BRANCH READING ROOMS.

	Av. Attendance at close of each hour.	Average Maximum Attendance.	Sunday Av.	Books Circulated Station.	Books Circulated Direct.
No. 1.....	23	37	44	3,172	
No. 2.....	13	22	12	33	1,140
No. 3.....	16	33	16	1,150	
No. 4.....	21	47	18	1,192	
No. 5.....	23	32	20	862	2,566
No. 6.....	29	57	41	723	4,823
No. 7.....	17	26	32	1,348	
No. 8.....	9	13	11	426	
No. 9.....	25	29	27	774	
No. 10.....	12	16	29	652	
No. 11.....	20	28	30	1,319	
No. 12.....	18	51	20	1,620	
No. 14.....	20	34	23	775	
No. 15.....	21	37	26	366	
No. 16.....	31	48	28	57	2,383
No. 18.....	9	21	10	307	4,110
No. 19.....	9	16	9	321	2,560
Blackstone..	13	26	120	370	6,824

DELIVERY STATIONS.

The number of books issued from 91 delivery stations was 79,887, against 85,175 from 84 stations for the same month of the preceding year.

REGISTRATION.

The number of cards issued on new registrations and re-registrations was 4,675. The registration during September, 1909, was 2,780. The number of three-year cards outstanding is 118,670. Number of non-fiction cards issued in September, 1910, was 1,820; vacation cards, 15.

BINDING DEPARTMENT.

Number of books at binderies September 1, 1910.....	3,126
Number of books sent to binderies in September, 1910.....	2,924
Total number of books at binderies in September, 1910.....	6,050
Number of books received from binderies in September, 1910.....	1,665
Number of books at binderies September 30, 1910.....	4,385
Number of books repaired in library in September, 1910....	2,987

GROWTH OF THE LIBRARY.

The total number of volumes in the Library September 30, 1910, was 417,587. Received since June 1, 1910, 17,926; since September 1, 1910, 3,673. Books worn out and condemned since June 1, 2,925; since September 1, 1,231. Books lost and paid for since June 1, 262; since September 1, 68. Books found and money refunded since June 1, 31; since September 1, 10.

HENRY E. LEGLER,

CHICAGO, October 10, 1910.

Librarian.

BOARD OF DIRECTORS
OF THE
CHICAGO PUBLIC LIBRARY.

SPECIAL MEETING.

CHICAGO, FRIDAY, OCTOBER 28, 1910.

OFFICIAL RECORD.

The Board met by agreement, pursuant to a call by the President, at 4.30 o'clock p. m.

There were present the President, Director Roulston, in the chair, and Directors Armstrong, Taylor, Stern, Lagorio, Rawson, Frank and Freeman.

Absent—None.

The President announced that the meeting had been called to take action on the death of the late Director Edward A. Blodgett, who passed away October 27, 1910.

The President then appointed Directors Armstrong and Stern a Special Committee to draft resolutions and to present them to the Board.

After a conference of the Committee, Director Armstrong presented and read the following resolutions:

In the death of Major Edward A. Blodgett a heavy loss is sustained. He was a brave soldier, a progressive busi-

ness man, a citizen whose life was shaped by the sentiment of civic pride and actuated by motives of pure patriotism. He took a deep interest in every movement for the betterment of the community. His charm of manner was indefinable; his integrity, inflexible; his capacity for winning friends and keeping them, boundless. The simplicity and frankness of his nature; the sturdiness of his character; his buoyant and cheerful spirit, won for him a prominent place in the social and political life of the city with which he was so long identified; and the deep regard of all those that knew him. The passing away of such men of which Major Blodgett was so happy a type, is a heavy blow to those whose privilege it was to be in intimate association with him. Therefore be it

Resolved, That the directors of the Chicago Public Library take this means of expressing their sense of personal loss over the passing away of one of their number who for so many years had proved himself to be a singularly useful member of society and an official of earnest purpose and high ideals.

Resolved, That we tender to the bereaved widow and family of our late associate our tenderest sympathy over the loss of an affectionate and devoted husband and father.

Resolved, That these resolutions be spread upon the records of this Board; that they be suitably engrossed and presented to the family in the name of the directors of the Chicago Public Library as a palpable evidence of the deep esteem in which we held our departed colleague.

Director Taylor moved that the resolutions, as read, be adopted, and be spread upon the records of the Board.

Carried unanimously by a rising vote.

Director Frank moved that the Secretary be authorized to purchase a floral piece, and make the necessary arrangements for the attendance of the Board at the funeral.

Carried.

Director Stern moved that the Board, as a body, attend the funeral services at Rosehill Cemetery.

Carried.

On motion of Director Stern, the Board adjourned.

H. G. WILSON,

Secretary.

BOARD OF DIRECTORS
OF THE
CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, NOVEMBER 14, 1910.

OFFICIAL RECORD.

There were present, when the Board was called to order, the President, Director Roulston, in the chair, and Directors Armstrong, Stern, Lagorio, Rawson and Frank.

Absent—Directors Taylor and Freeman.

MINUTES APPROVED.

On motion of Director Rawson, the minutes of the regular meeting held October 10, 1910, were approved as recorded and printed, without being read.

COMMUNICATIONS.

The following communication was received from Mr. E. R. Graham:

CHICAGO, November 14, 1910.

"To the Board of Directors

"Of The Chicago Public Library,

"Chicago, Illinois.

"Dear Sir: With the view of purchasing the property at the corner of Jackson and Sherman streets, and technically described as Lot 16, in Sherman's Subdi-

vision of Block 98, in School Section Addition to Chicago, in Cook County, Illinois, and owned by the Board of Directors of the Chicago Public Library, as trustees, I heretofore discussed the matter with the Chairman of your Finance Committee, Mr. Frederick H. Rawson, and as per my conversation with Mr. Rawson and your Secretary, I herewith offer to purchase said property and pay therefor the sum of \$225,000.00 in cash, upon delivery of proper deeds of conveyance and approval of title. I expect to have title closed not later than December 1, 1910.

"Please advise me promptly of the action of the Board of Directors upon this matter.

"Yours very truly,

"E. R. GRAHAM."

Director Rawson presented the following resolution in reference to the above communication, and moved its adoption.

Carried.

Yeas—Directors Armstrong, Stern, Lagorio, Rawson, Frank and the President—6.

Nays—None.

Resolved, That the offer of E. R. Graham of Two Hundred and Twenty-five Thousand (\$225,000.00) Dollars net for the property known as Lot Sixteen (16) in Block Ninety-eight (98) in School Section Addition to Chicago be accepted, that a contract be entered into with said E. R. Graham, in the usual Chicago Real Estate Board form for such sale upon said E. R. Graham paying Ten Thousand (\$10,000.00) Dollars as earnest money, and that upon the performance of such contract there be prepared and executed by the Board of Directors of the Chicago Public Library, a warranty deed conveying its title to such lot, subject to the lease recorded April 11, 1885, from Hiram Kelly and wife to Jonathan Clark, and to a certain party-wall agreement executed under date of April 3, 1875, by and between Hiram Kelly and John C. Dore, Perkins Bass and Chauncey T. Bowen, and subject also to a party-wall agreement executed under date of October 9, 1883, by Hiram Kelly and John D. Parker and James M. Adsit.

The following communication from Miss Mary E. Blodgett, was received and filed:

"2626 Lake View Ave.

"*Board of Directors of the Chicago Public Library.*

"*Dear Sirs:*—Among father's interests of recent years none gave him more pleasure than his connection with the Public Library. Knowing how much he always enjoyed the meetings of the Board, your beautiful tribute of regard at the time of his death touched us very deeply.

"With earnest thanks, in which my mother and sisters join me,

"Sincerely yours,

"Mary E. Blodgett."

Communications were also received as follows:

From Chas. L. Cole in reference to the placing of insurance on the Hiram Kelly branch library building.

Referred to the Committee on Buildings and Grounds.

From Frank C. Howorka, 2544 Lincoln avenue, resigning as keeper of delivery station No. 3 North, and from J. B. Graff, applying for the position as keeper of delivery station No. 3 North, he having purchased the business at the above number.

Director Frank moved that the resignation of Mr. Howorka be accepted and that Mr. Graff be appointed keeper of delivery station No. 3 North in accordance with his request.

Carried.

COMMITTEE ON LIBRARY.

Director Stern, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Armstrong, Stern, Lagorio, Rawson, Frank and the President—6.

Nays—None.

A. C. McClurg & Co., books.....	\$2,122.08
B. F. Stevens & Brown, books and subscriptions, £138/14/9 (est.).....	675.60
Em. Terquem, books, Francs 211.10 (est.).....	42.22
Clayton F. Summy Co., books.....	165.33
Walter M. Hill, books.....	68.47
The Western University Society, books.....	34.50
American Printing House for the Blind, books.....	33.70
The S. J. Clarke Publishing Co., books.....	26.10
R. L. Polk & Co., book.....	5.00
Superintendent of Documents, Washington, D. C., books.....	60.00
Geo. E. Koehler, binding.....	768.40
John Seybold, binding.....	622.55
Lake View Job Book Bindery, binding.....	208.08

Barrett Bindery Co., binders	4.69
Geo. E. Cole & Co., stationery	30.90
Swigart Paper Co., paper for applica- tion and guaranty cards, etc.	69.91
Dwight Bros. Paper Co., paper	11.45
Bradner Smith & Co., paper for slips ..	9.69
J. W. Butler Paper Co., paper	6.00
James Watson & Co., printing teachers' lists and minutes of Board	83.35
Cameron, Amberg & Co., miscellaneous slips and order book	36.70
Max Stern's Sons, printing league tickets for Blackstone branch	9.75
Rockwell-Barnes Co., 10 gross lead pen- cils	29.00
H. S. Parrish & Co., rubber stamps and ink pads	9.50
Quaker City Rubber Co., rubber bands ..	5.50
H. G. Wilson, Secretary, cash expenses October, 1910	125.99
	<u>\$3,264.46</u>

He, also, presented a list of bills for miscellaneous books, continuations and subscriptions, amounting to \$45.77, and moved that the bills be paid from the incidental fund.

Carried.

Director Taylor entered the room and took his seat.

Director Stern presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Armstrong, Taylor, Stern, Lagorio, Rawson, Frank and the President—7.

Nays—None.

CHICAGO, Nov. 14, 1910.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Steps have been taken by your Committee on Library to supply the Public Library with periodicals required during the ensuing year. In response to invitations for bids, proposals have been received as follows:

Bennett's Magazine Agency, \$3352.05
(one title omitted).
Subscription News Co., \$3430.35
(eleven titles omitted).

We recommend that the contract be let to Bennett's Magazine Agency for the sum mentioned, they being the lowest bidders.

Your Committee have approved lists of books as follows and have ordered their purchase.

October 28, 1910:

Current American books, 153 vols.,
\$159.00.

Current English books, 9 vols., \$14.00.
Fiction and Juvenile books for branches
and deposit collection, 1065 vols.,
\$1065.00.

Books for Lincoln Center, 167 vols.,
\$167.00.

Books for Burr Branch, 45 vols.,
\$45.00.

Extra copies dramatic literature, 137
vols., \$91.50.

Total, 1576 vols., \$1541.50.

Miscellaneous books purchased from
Ryder Fund:

Facsimile of the Gutenberg Bible, un-
bound, \$160.00.

Engraved work of Sir Francis Seymour
Hayden, £2/2/0.

November 11, 1910:

Current American books, 266 vols.,
\$258.00.

Current English books, 7 vols., \$19.00.
Books for Branches No. 4, 17 and 23,
2400 vols., \$2000.00.

List of books for Story Hour, 44 vols.,
\$41.00.

Dramatic literature for Blackstone
Branch, 66 vols., \$66.00.

Current books for Blackstone Branch,
21 vols., \$22.00.

Miscellaneous books, 30 vols., \$69.60.
Polish and Bohemian books, 150 vols.,
\$130.

Total, 2984 vols., \$2608.60.

Your Committee recommend the remission of the following fine:

George Biskup, 46 cents.

Your Committee have authorized the cataloguing of 500 Lithuanian books, recently acquired, at an expense not exceeding five cents per volume, and ask approval of their action.

Respectfully submitted,

JULIUS STERN,
MORTIMER FRANK,
GRAHAM TAYLOR,
Committee on Library.

Director Stern, also, presented the following report and moved its adoption.

Carried.

CHICAGO, Nov. 14, 1910.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—By the organization of a division of publications, it will be possible to expedite and improve the issuance of up-to-date finding lists, showing the resources of the Library in the main collection. This is a work which has been very much needed, especially in the consolidation of supplements. The ready use of these printed sources of information will thus be greatly facilitated. In order that this service to the public may be still further extended and improved, your Committee on Library have given careful consideration to the subject of a periodical bulletin giving complete information as to books added from time to time. We recommend that beginning in January a monthly bulletin, in an edition of 10,000 copies for gratuitous distribution, be issued, omitting the months of July and August. That in addition to book lists such bulletin contain general information concerning the Library and its various departments. That the lists be cumulated annually for separate publication and that the annual lists be printed in a cumulated five-yearly edition. By this method the number of alphabets, to

be consulted to ascertain the call number of books, will be reduced to a minimum.

Respectfully submitted,

JULIUS STERN,
MORTIMER FRANK,
GRAHAM TAYLOR,
Committee on Library.

COMMITTEE ON ADMINISTRATION.

Director Rawson presented the following report of the Committee and moved the adoption of the recommendations contained therein.

Carried.

Yeas—Directors Armstrong, Taylor, Stern, Lagorio, Rawson, Frank and the President—7.

Nays—None.

CHICAGO, November 14, 1910.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—The following resignations have been received and their acceptance recommended, with authority to the Librarian to fill the places by requisition upon the Civil Service Commission:

Edward Glick—page.

Abraham Myerson—page.

Charles Phillips—junior assistant.

Malachi Swesnik—junior assistant.

Bernard Britt—junior assistant.

We recommend that the action of the Librarian in suspending Abe J. Diamond, a page, for absence without leave, without notification to the Library and without good cause, be approved, and that the said Abe J. Diamond be ordered separated from the service. Similar approval is recommended in the case of Ralph W. McKinley, page, discharged for incompetency.

Leaves of absence upon request of employees named are recommended as follows:

Mrs. Ruth K. Gardiner, extension of leave till January 1, without pay.

Catherine Hatchell, till May 1, without pay.

Abraham L. Harris, till November 11, without pay.

Hymen Raclin, six months, without pay, from November 25.

John A. Young, two months, on half pay, dating from October 31, 1910.

Mr. Young has been an employé of the Chicago Public Library for nineteen years and was seriously injured in an accident, incapacitating him for service for the next two months, at least.

We recommend that authority be given for the employment of two additional pages for service in the cloak rooms, such employment to continue during the winter months. Also, that authority be given for the employment of additional pages for service in the three new park branches opened November 10, and for the new branch about to be established at Logan Square.

Respectfully submitted,
F. H. RAWSON,
A. LAGORIO,
Committee on Administration.

He, also, presented the following list of vacancies, appointments, etc., for September and October, 1910, which was received and ordered published.

Joseph Hladky, junior assistant, separated September 1.

Joseph A. Schachter, page, resigned September 1.

Toly Agazim, page, resigned September 3.

Isadore H. Cutler, page, resigned September 3.

Wilbur T. Fitzgerald, page, resigned September 3.

David B. Greenburg, page, resigned September 3.

Louis Kolb, page, separated September 3.

Julius Seltzer, page, resigned September 5.

John T. Benz, special clerk, separated September 10.

Charles Russell, page, separated September 13.

Eugene A. Duffy, page, resigned September 15.

Joseph Sheperd, page, separated September 15.

Etta Meßerow, junior assistant, resigned September 17.

James Robb, elevator operator, separated September 19.

Michael A. Galgano, page, resigned September 20.

Fred A. Bradley, auto operator, separated September 21.

Ralph W. Petersen, page, resigned September 25.

William Deutschman, mechanical and electrical engineer, separated Sept. 27.

Bruno Heutte, page, separated Oct. 1.

Frank Holtz, page, resigned October 1.

Catherine McNulty, bindery assistant, separated October 1.

Jessie Wells, bindery assistant, separated October 1.

Edward Glick, page, resigned Oct. 10.

Malachi Swesnik, junior assistant, resigned October 10.

James Robb, elevator operator, separated October 12.

Bernard B. Britt, junior assistant, resigned October 19.

Abraham Shore, page, separated October 22.

Katharine A. O'Hara, junior assistant, separated October 23.

Alice L. Boynton, bindery assistant, separated October 25.

Addison Carver, page, separated October 25.

Mabel C. Folger, bindery assistant, separated October 25.

Pietro Maggio, page, separated Oct. 25.

Rosebud Weaymouth, bindery assistant, separated October 25.

Ralph W. McKinley, page, discharged October 31.

Charles Phillips, junior assistant, resigned October 31.

James Robb, elevator operator, separated October 31.

Supervisor of Home Education temporarily appointed, \$1,200 per year:

Renee B. Stern, October 1.

Junior assistant—branch librarian appointed, \$900 per year:

Maude Blake, September 2.

Junior assistant—branch librarian appointed, \$780 per year:

Jean McLeod, October 1.

Junior assistant—branch librarian appointed, \$720 per year:

Julia A. Baker, October 1.

Junior assistants promoted from Class 2, Grade B to Class 2, Grade A, \$660 per year:

Ella J. Horrobin, September 17.

Matilda S. Nodek, October 17.

Clerk to act as junior assistant, appointed, \$420 per year:

Charlotte L. Olson, October 23.

Bindery assistants appointed, \$1.25 per day:

Alice Boynton, temporary, Sept. 2.

Hildagarde Gardner, temporary, September 10; civil service, October 22.

Catherine McNulty, October 27.

Pages appointed, \$300 per year:

Pietro Maggio, temporary, Sept. 2.

Reuben Weinhouse, temporary, September 2; civil service, September 17.

Frank S. Gershenow, temporary, September 6; civil service, September 9.

Harold R. Bixby, September 9.

Clarence H. Bouchane, September 9.

Eugenio Celio, September 9.

Charles E. Taylor, temporary, Sept. 10.

Chester Field, September 13.

Abraham Shore, September 13.

Beverly Cole, September 14.

Owen G. Connorton, September 19.

George Weiss, September 19.

James J. Yarber, Jr., September 19.

William Holman, temporary, Sept. 26.

Joseph D. Matthews, temporary, September 26.

George Slagle, temporary, Sept. 26.

Thomas Ryan, temporary, October 3.

Walter Schmidt, temporary, October 3.

Paul Teeter, temporary, October 3.

George Purdue, temporary, October 4.

James Burns, temporary, October 18.

Addison Carver, temporary, October 19.

Carl E. Anderson, temporary, October 20.

Nuemon Katz, temporary, October 26.

Samuel Horn, temporary, October 27.

Elevator operator temporarily appointed, \$660 per year.

James Robb, September 6.

James Robb, October 7.

James Robb, October 24.

Janitors for service at branch libraries temporarily appointed, \$12.00 per month:

Elmer Johnson, September 13.

Thomas Hall, September 9.

Page, salary increased from \$300 to \$420 per year, on account of additional hours of service:

Samuel Kaplan, September 26.

COMMITTEE ON BRANCHES.

Director Taylor for the joint Committee on Buildings and Grounds and Branches presented the following report and moved its adoption.

Carried.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—Your joint Committee on Buildings and Grounds and Branches begs leave to report back the communication from the Germania Maennerchor in reference to the leasing of the premises, 1536-1544 N. Clark street for a branch of the Library.

Your Committee has carefully considered the proposition and inspected the location and are of the opinion that from the library view point the location is not

desirable, and would respectfully recommend that the petition be placed on file.

Respectfully submitted,

GRAHAM TAYLOR,
JULIUS STERN,
GEO. B. ARMSTRONG,
A. LAGORIO,
F. H. RAWSON,

Joint Committee on Buildings and Grounds and Branches.

CHICAGO, Nov. 14, 1910.

Director Taylor presented a letter from the Lincoln Park Commissioners in reference to the establishment of a circulating branch in the field house at Stanton Park, and moved that the matter be referred to the Committee on Branches with power to act.

Carried.

COMMITTEE ON DELIVERY STATIONS.

Director Frank, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Armstrong, Taylor, Stern, Lagorio, Rawson, Frank and the President—7.

Nays—None.

Knox Automobile Co., of Ill., automobile parts	\$159.04
United Manufacturers, grease	37.40
Standard Automobile Supply Co., automobile supplies.....	16.00
Valvoline Oil Co., gas-engine oil.....	13.95
The Hartford Rubber Works Co., rubber tires.....	69.07
J. C. Ristenbatt, making patterns.....	7.85
Standard Oil Co., gasoline	83.10
D. J. Gallagher Mfg. Co., white waste...	9.45
Gallaher & Speck, machinists' labor, blacksmiths' labor and material for automobile parts.....	56.85
	\$452.71

Director Frank, also, presented the following report of the Committee and moved its adoption.

Carried.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Delivery Stations begs leave to report on the following matters in its hands:

1. That the request of Mary Etsinger for a delivery station at her store, 510 E. Sixty-first street, be granted.

2. That the request of A. M. Killen for a delivery station at his store, 1499 E. Sixtieth street, be granted.

3. That the request of T. H. Brauns for a delivery station at his store, 3310 Montrose avenue, be granted, and that deliveries be made to this station twice a week; the above stations to be opened on two months' trial without compensation.

4. That the request of Mrs. B. A. Lates for a station at her store, 2806 Lincoln avenue, and of Louis Kanter for a station at his store, Forty-ninth street and St. Lawrence avenue, be refused on account of the proximity of these locations to stations already established.

5. In reference to the request of Wm. H. Haynes, 2024 Lawrence avenue, for a delivery station at his store, your Committee would recommend that this request be filed for the present on account of the condition of the streets in that section of the city, it being impossible for the library automobiles to make deliveries to this location.

All of which is respectfully submitted.

MORTIMER FRANK,
GEO. B. ARMSTRONG,

Committee on Delivery Stations.

Chicago, Nov. 14, 1910.

COMMITTEE ON BUILDINGS AND GROUND.

Director Lagorio, Chairman, presented the following schedule of bills, regularly

audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Armstrong, Taylor, Stern, Lagorio, Rawson, Frank and the President—7.

Nays—None.

Lewis Institute, rent, W. Madison St. branch	\$ 100.00
Ben Ginsberg, rent, etc., Milwaukee Ave. branch	80.00
Albert W. Greene, rent, etc., North Clark St. branch	75.00
M. Kraska, rent, etc., W. 26th St. branch ..	65.00
Ernst Stock, Agt., rent, North Ave. branch	60.00
Morris A. Goldberg & Nathan A. Edenburg, rent, etc., Logan Blvd. branch ..	50.00
Chicago, Burlington & Quincy R. R. Co., rent, etc., Lawndale branch	30.00
Peoples Gas Light & Coke Co., gas	58.77
Peoples Gas Light & Coke Co., arc-lamp rental	14.60
Lawndale Hardware Co., putting up two stoves in Lawndale branch	8.55
Chicago Telephone Co., telephone service	56.81
C. A. Coey Auto Service Co., automobile hire	45.00
Haegle Ice Co., ice	29 10
The Sanitary Office Towel Co., laundering towels	27.74
J. F. McGuire, sprinkling streets	20.00
Raymond Express Co., delivering mail ..	9.00
City Collector, City of Chicago, street-car books	7.95
The Chicago Evening Post, advertising ..	5.11
City Fuel Co., coal	857.49
Krehbiel Co., coal analysis ..	25.00
Dearborn Drug and Chemical Works, oil ..	54.18
Lammert & Mann, labor and material making packing sleeve and rings	24.99
Crane Co., brass unions, pipe, etc.	20.21
The Lunkenheimer Co., engineering supplies	4.77
McMaster-Carr Supply Co., graphite, etc. ..	4.50
G. Bossenga, removing ashes and rubbish ..	11.00
John Lucas & Co., linseed oil and can ..	5.50
Loewenthal & New Co., excelsior	4.00
Myers & Moore Co., 200 feet conduit, joints, okonite wire, etc.	55.01

Peerless Electric Co., repairs on armature and commutator	35.90
Illinois Electric Co., electrical supplies ..	28.30
Bullard & Gormley Co., hardware	23 94
James S. Kirk & Co., soft soap	20.95
Library Bureau, charging desks, oak chairs and cards	380 90
Nernst Lamp Co., lamps	32.40
Lampert & Keller, insurance on books, etc. (Hebrew Institute)	18.00
William Mavor Co., final payment on contract, elevator hatchway	2,271.44
Kaestner & Hecht Co., final payment on contract for elevator	1,125.00
Davis Marble Co., final payment on contract for marble work	505.00
Warren Construction Co., final payment on contract for wiring	496.55
H. Rosenbaum Roofing Co., labor and material repairs roof and dome	462.40
F. O. Baumann Mfg. Co., carpenter work ..	154.00
American Art Bronze Foundry, bronze tablet	125.00
William Mavor Co., moving door, setting facia second floor, etc.	33.96
Lamson Consolidated Store Service Co., changing pneumatic tube station	17.25
Scaar & Sullivan Co., setting collapsible gates on elevator	9.35
Commonwealth Edison Co., lighting Blackstone branch	33.53
E. P. Strandberg Co., second payment general work Hiram Kelly branch	8,000.00
H. G. Wilson, Secretary, cash expenses October, 1910	129.91
	\$15,714.06

Director Lagorio, also, stated that a letter had been received from the Bureau of Elevator Inspection, Department of Buildings, City of Chicago, notifying the Board to provide a stairway from the pent house to the motor room of the new passenger and freight elevator, and moved that the Secretary be authorized to provide the necessary stairway at an expense not to exceed fifty dollars.

Carried.

COMMITTEE ON FINANCE.

Director Rawson, Chairman, presented the report of the International Audit Company upon its audit of the books and accounts of the Public Library for the quarter ended August 31, 1910, and moved that the report be received and published.

Carried.

"CHICAGO, Oct. 28. 1910.

"*To the President and Board of Directors, Chicago Public Library,*

"*Chicago.*

"*Gentlemen:*—We have audited the books and accounts of the Chicago Public Library for the three months ending 31st August, 1910, and now present our report thereon.

"We annex the following statements, which we certify to be correct and in accordance with the books:

- "1. Ledger Balances, 31st August, 1910.
- "2. Quarterly Receipts and Disbursements from 1st June, 1910, to 31st August, 1910.
- "3. Cash Receipts and Disbursements

for the months of June, July and August, 1910.

"In the course of our audit we examined the vouchers, all of which were produced to us, and checked them, with the entries, in the Voucher Record or the Cash Book. The receipts for fines, books lost, deposits, etc., were verified by means of the daily receipt books and the deposit receipt stubs. We checked the postings from all sources to the Ledger and proved the additions of the Cash Book, Journal, Voucher Record and Ledger.

"The securities representing the various investments were produced to us and found to be in order.

"We were permitted to examine the Library Account in the City books and we find the receipts of interest, taxes and miscellaneous entered therein agree with the receipts in the Library books.

"We are pleased to report that the books and records are well and carefully kept.

Yours very truly,

"THE INTERNATIONAL AUDIT CO.,

"By ROBERT NELSON, C. A.,

"*Vice-President.*"

LEDGER BALANCES, 31ST AUGUST, 1910.

DEBITS.

Tax Levy, 1909.....	\$128,037.41
Cash in hands of City Treasurer.....	46,236.40
Cash in hands of City Treasurer—Special Fund.....	23,534.44
	197,808.25
Mortgage Loans.....	8,000.00
Certificates of Deposit.....	399.09
Bonds.....	44,593.41
Real Estate—Sherman Street and Jackson Boulevard....	160,000.00
Cash.....	43,070.50
	256,063.00
	453,871.25

CREDITS.

Public Library Fund.....	197,808.25	
W. H. Ryder Fund.....	10,000.00	
W. H. Ryder Fund, Income.....	2,421.07	
Jerome Beecher Fund.....	2,000.00	
Jerome Beecher Fund, Income.....	2,033.85	
Hiram Kelly Fund.....	200,000.00	
Hiram Kelly Fund, Income.....	37,055.54	
H. W. Jackson Fund.....	1,000.00	
H. W. Jackson Fund, Income.....	19.41	
Story Hour Fund.....	3.04	
Security Deposits.....	1,086.75	
Special Deposits.....	100.00	
Incidental Fund.....	343.34	256,063.00
		<u>\$453,871.25</u>

PUBLIC LIBRARY FUND—STATEMENT OF RECEIPTS AND DISBURSEMENTS,
THREE MONTHS ENDING 31ST AUGUST, 1910.

RECEIPTS.

Cash in hands of City Treasurer, 1st June, 1910.....		\$73,066.09
Receipts during Quarter:		
Taxes, 1909.....	\$81,773.05	
Interest on Cash in hands of City Treasurer.....	447.97	
Quarterly Receipts (Miscellaneous).....	421.84	82,642.86
		<u>\$155,708.95</u>

DISBURSEMENTS.

Books.....	\$12,904.74
Newspapers and Periodicals.....	539.96
Binding.....	3,794.33
Books Lost and Paid for—Refunds.....	29.60
Finding Lists.....	115.79
Freight and Express.....	32.35
Postage.....	236.31
Delivery Stations—Miscellaneous.....	1,027.92
Branch Reading Rooms—Miscellaneous.....	1,532.76
Salaries:	
Main Library.....	\$39,681.78
Branch Reading Rooms.....	5,709.64
Delivery Stations.....	4,691.34
	<u>50,082.76</u>
Miscellaneous Expense.....	816.48
Printing and Stationery.....	765.98
Fuel.....	1,395.92
Heating and Generating Plant.....	247.98
Elevator Supplies and Repairs.....	38.92
Electric Supplies and Repairs.....	95.27

Repairs, Alterations and Improvements...	10,138.12	
Janitor Expense.....	216.81	
Insurance	147.45	
Furniture and Fixtures	476.60	
Blackstone Branch Library.....	1,302.06	85,938.11

Balance, Cash in hands of City Treasurer, 31st August, 1910.....	\$69,770.84
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PUBLIC LIBRARY FUND.

Taxes, 1909, balance of levy.....		\$128,037.41
Cash in hands of City Treasurer.....	46,236.40	
Cash in hands of City Treasurer—Special Fund.....	23,534.44	69,770.84
Library Fund at 31st August, 1910.....		197,808.25

CASH RECEIPTS AND DISBURSEMENTS, THREE MONTHS ENDING
31ST AUGUST, 1910.

RECEIPTS.

	June, 1910.	July, 1910.	August, 1910
Cash Balance at close of previous month...	\$40,447.12	\$40,430.73	\$41,524.70
Kelly Fund Income.....		924.34	1,500.00
Ryder Fund Income.....	20.00	234.19	10.00
Beecher Fund Income.....	40.00	30.55	
Jackson Fund Income.....		.10	
City Treasurer for Incidental Fund.....	213.26	211.40	316.11
Finding Lists.....	38.55	25.73	37.47
Books lost and paid for.....	62.70	55.41	86.10
Deposits.....	204.25	745.25	248.75
Fines.....	923.67	911.93	965.44
Miscellaneous.....	45.09	18.09	52.70
	<u>\$41,994.64</u>	<u>\$43,587.72</u>	<u>\$44,741.27</u>

DISBURSEMENTS.

City Treasurer.....	\$146.34	\$99.23	\$176.27
Deposits repaid.....	220.00	673.75	273.25
Books.....	56.95	46.30	9.80
Binding	3.00		
Newspapers and periodicals.....	4.85	4.00	
Books lost and paid for—refunds.....	20.35	3.00	6.25
Freight and Express	5.75	19.85	6.75
Delivery Stations—Miscellaneous.....	9.26		5.65
Branch Reading Rooms—Miscellaneous.....	7.36	2.45	2.25
Blackstone Branch Library.....	1.10	3.73	1.20
Miscellaneous Expense.....	23.59	150.65	7.15
Postage	61.31	85.00	90.00
Printing and Stationery.....	8.72	1.13	12.69

Heating and Generating Plant	5.86		7.58
Janitor Expense.....	3.30	.. .	7.34
Pension Fund	923.67	911.93	965.44
Story Hour Fund.....	62.50		
Ryder Fund, Income.....		62 00	99.15
	<u>\$ 1,563.91</u>	<u>\$ 2,063.02</u>	<u>\$ 1,670.77</u>
Balance, Cash on hand at close of month....	40,430.73	41,524.70	43,070.50
	<u>\$41,994.64</u>	<u>\$43,587.72</u>	<u>\$44,741.27</u>

SUMMARY OF BALANCES.

	June.	July.	August.
W. H. Ryder Fund.....	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
W. H. Ryder, Income.....	2,338.03	2,510.22	2,421.07
Jerome Beecher Fund.....	2,000.00	2,000.00	2,000.00
Jerome Beecher, Income.....	2,003.30	2,033.85	2,033.85
Hiram Kelly Fund.....	200,000.00	200,000.00	200,000.00
Hiram Kelly, Income.....	34,631.20	35,555.54	37,055.54
H. W. Jackson Fund	1,000.00	1,000.00	1,000.00
H. W. Jackson, Income.....	19.31	19.41	19.41
Story Hour Fund.....	3 04	3.04	3.04
Incidental Fund.....	288.60	183.89	343.34
Security Deposits.....	1,039.75	1,111.25	1,086.75
Special Deposits	100.00	100.00	100.00
	<u>\$253,423.23</u>	<u>\$254,517.20</u>	<u>\$256,063.00</u>
Deduct:			
Mortgage Loans.....	8,000.00	8,000.00	8,000.00
Certificate of Deposit.....	399.09	399 09	399.09
Bonds	44,593.41	44,593.41	44,593.41
Real Estate—Sherman Street and Jackson Boulevard	160,000.00	160,000.00	160,000.00
	<u>\$212,992.50</u>	<u>\$212,992.50</u>	<u>\$212,992.50</u>
Balance	40,430.73	41,524.70	43,070.50
	<u>\$253,423.23</u>	<u>\$254,517.20</u>	<u>\$256,063.00</u>

Director Rawson, also, presented the bill of the International Audit Company in the sum of \$25.00 and moved that it be ordered paid.

Carried.

SPECIAL COMMITTEES.

Director Armstrong stated that he had given an order to A. B. Garman for the engrossing of the Memorial Minute on the death of the late Director Edward A.

Blodgett, adopted by the Board at its special meeting October 28, 1910,
The report was received.

REPORTS OF OFFICERS.

The Librarian presented his report for the month of October, 1910, which was received and ordered published.

He, also, requested some action on the part of the Board as to the closing of the branches on Thanksgiving day.

Director Rawson moved that all branches of the Library be closed on Thanksgiving day, November 24, 1910.

Carried.

NEW BUSINESS.

Director Armstrong presented a number of letters and resolutions petitioning the Board to erect and maintain a branch library on the north side in the vicinity of Wilson and Evanston avenues.

Director Armstrong moved that the communications be referred to the Committee on Branches.

Carried.

On motion of Director Rawson, the Board adjourned.

H. G. WILSON,

Secretary.

REPORT OF LIBRARIAN FOR OCTOBER, 1910.

CIRCULATION OF BOOKS.

The number of books taken from the Library for home use during the month of October, 1910, was 174,257 against 141,759 for the corresponding month of the previous year. The circulation from branches, exclusive of volumes supplied through the Stations Department, was as follows:

Blackstone Branch.....	7,381
Lewis Institute Branch.....	5,676
Burr School Branch.....	3,240
Austin Branch.....	4,401
West Park No. 1 Branch.....	1,497
West Park No. 2 Branch.....	2,836
Lincoln Center Branch.....	2,800
Lawndale Branch.....	1,944
West 26th Street Branch.....	48
Hebrew Institute Branch.....	1,296
Other Agencies.....	4,032

The circulation department was open on 26 week days. The daily average week day circulation was 6,702. The circulation from the Open Shelf room was 20,457.

REFERENCE ROOM.

	1910.	1909.
Number of recorded visitors.....	13,042	12,040
Books issued from stacks.....	32,119	31,491

No record was kept of the number of visitors who consulted the books on the open shelves.

THOMAS HUGHES READING ROOM FOR YOUNG PEOPLE.

Mean attendance per hour, 16. Average maximum attendance per hour, 23. Total attendance, 3,800. Books circulated, 951.

ROOM FOR ART BOOKS.

Visitors, 2,716. Books consulted, 8,516.

PATENTS AND PUBLIC DOCUMENTS.

	1910.	1909.
Number of visitors.....	2,589	2,288
Volumes consulted.....	11,669	10,783

BOUND NEWSPAPERS AND BOOKS FOR THE BLIND.

Visitors, 394. Bound newspapers consulted, 641. Books for the blind circulated, 146.

READING ROOM.

Periodicals issued at counter, 11,148. No record kept of use of periodicals and newspapers on open stands and racks. Mean attendance per hour, 213. Average maximum attendance per hour, 310.

BRANCH READING ROOMS.

	Av. Attendance at close of each hour.		Average Maximum Attendance.		Sunday Av.	Books Circulated Station.	Books Circulated Direct.
No. 1.....	27		41		33	3,213	
No. 2... ..	7		13		38	52	1,944
No. 3.... .	19		34		21	1,183	
No. 4.. ...	23		37		137	1,822	48
No. 5.....	23		31		96	834	2,836
No. 6.....	36		69		182	844	5,676
No. 7.....	20		30		50	1,369	
No. 8.....	14		17		20	439	
No. 9.....	24		40		33	757	
No. 10.....	14		19		37	666	
No. 11.....	18		24		43	1,351	
No. 12.....	15		52		16	1,840	
No. 14.....	25		39		144	301	1,497
No. 15.....	26		46		34	582	
No. 16. ...	30		41		174	69	3,240
No. 17.....	47		77		42	979	1,296
No. 18.....	11		40		11	335	4,401
No. 19.....	6		15		43	370	2,800
Blackstone..	18		43		155	540	7,381

DELIVERY STATIONS.

The number of books issued from 93 delivery stations was 86,437, against 91,576 from 86 stations for the same month of the preceding year.

REGISTRATION.

The number of cards issued on new registrations and re-registrations was 5,694. The registration of October, 1909, was 3,874. The number of three-year cards outstanding is 120,447. Number of non-fiction cards issued in October, 1910, was 2,631.

BINDING DEPARTMENT.

Number of books at binderies October 1, 1910.....	4,385
Number of books sent to binderies in October, 1910.....	2,901
Total number of books at binderies in October, 1910.....	7,286
Number of books received from binderies in October, 1910.	3,423
Number of books at binderies October 31, 1910.....	3,863
Number of books repaired in library in October, 1910....	3,182

GROWTH OF THE LIBRARY.

The total number of volumes in the Library October 31, 1910, was 420,827. Received since June 1, 1910, 22,021; since October 1, 1910, 4,095. Books worn out and condemned since June 1, 3,727; since October 1, 802. Books lost and paid for since June 1, 315; since October 1, 53. Books found and money refunded since June 1, 40; since October 1, 9.

HENRY E. LEGLER,
Librarian.

CHICAGO, November 14, 1910.

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, DECEMBER 12, 1910.

OFFICIAL RECORD.

There were present the President, Director Roulston, in the chair, and Directors Armstrong, Taylor, Lagorio, Frank and Freeman.

Absent — Directors Stern and Rawson.

MINUTES APPROVED.

On motion of Director Lagorio, the minutes of the special meeting held October 28 and of the regular meeting held November 14, 1910, were approved as recorded and printed, without being read.

COMMUNICATIONS.

Communications were received as follows:

From Mrs. Mary Nolan, 563 W. Forty-third street, resigning as keeper of delivery station No. 4 South, and recommending Mrs. J. Scanlon, her successor in business, for the position of delivery station keeper.

Director Frank moved that the resignation of Mrs. Nolan be accepted, and

that Mrs. J. Scanlon be appointed keeper of delivery station No. 4 South.

Carried.

From citizens in the vicinity of Milwaukee and Fortieth avenues praying the Board to establish a delivery station at 3192 Milwaukee avenue, under the care of Joseph J. Zak.

Referred to the Committee on Delivery Stations.

From Kaestner & Hecht Company in reference to the final payment on their contract for electric elevator in the Public Library building.

Referred to the Committee on Buildings and Grounds.

From Geo. M. Herrick, President, and Helen B. Dickey, Secretary, of the Englewood Juvenile Protective League, a branch of the Juvenile Protective Ass'n, asking permission for the use of a suitable room in the Hiram Kelly branch library building, when completed, for meetings of the

Boys' and Girls' Clubs, under the auspices of that association.

Referred to the Committee on Branches.

The following communication from L. E. Gosselin, Deputy Comptroller, was received and ordered filed:

"CHICAGO, December 9, 1910.
"Mr. H. G. Wilson, Secretary, Chicago Public Library.

"Dear Sir:—Enclosed please find a copy of statement of Public Library taxes of 1909, and prior, collected in 1910, as per County Collector's report.

"Yours very truly,

"L. E. GOSSELIN,

"Deputy Comptroller."

Statement of Public Library Taxes of 1909, and prior, collected in 1910, as per County Collector's report.

TAXES OF 1909.

Levy based upon valuation..	
and rate	\$342,425.02
Gain in extension of taxes.	71.63

Total tax extended.... \$342,496.65

LOSSES.

Forfeited to State	1,097.06
Judgments refused	359.40
Errors	85.63
Applications refused	35.87
Appealed	8.21
Railroad warrant error....	3.27
" enjoined..	44.94
Personal property uncollected.....	10,040.78

Total losses

TOTAL AMOUNT COLLECTED 330,821.49

COSTS.

Town collector's commission (2%)	1,602.22
County collector's commission (1%)	2,507.11
County clerk's fee	629.60

Total cost

CASH RECEIVED, ACCOUNT

1909..... 326,082.56

TAXES OF 1908 AND PRIOR.

Amount extended on warrant, 1909	11,811.22
Amount collected not on warrant, 1909.....	831.27
Second payments.....	70.55

TOTAL TO BE COLLECTED. 12,713.04

LOSSES.

Forfeited to State	9,329.18
Judgment refused	1,497.39
Errors	48.80

Total losses

Total amount collected.... 1,837.68

COST.

County collector's commission (1%)	18.38
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CASH RECEIVED, ACCOUNT

1908 AND PRIOR..... 1,819.30

TOTAL CASH RECEIVED.... \$327,901.86

COMMITTEE ON LIBRARY.

In the absence of the Chairman, Director Frank presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Armstrong, Taylor, Lagorio, Frank, Freeman and the President—6.

Nays—None.

A. C. McClurg & Co., books.....	\$4,420.85
Walter M. Hill, books.....	78.76
De Bower-Elliott Co., books	62.40
American Printing House for the Blind, books	20.35
Geo. E. Koehler, binding.....	434.13
John Seybold, binding	393.82
Lake View Job Book Bindery, binding.	274.72
James Watson & Co., printing minutes.	33.20
Z. J. Odalski & M. Skiermanski, Polish posters and announcement cards....	9.00
Schulkins & Co., printing postal cards.	5.00

Dwight Bros. Paper Co., paper for cards and for Christmas lists of books.....	15.32
Geo. E. Cole & Co., memorandum book, record books, pencils, etc.....	52.60
Cameron, Amberg & Co., reports, application and guaranty cards, slips.....	30.50
Dennison Mfg. Co., tags, coin wrappers, labels, etc.....	21.45
H. S. Parrish & Co., rubber bands, rubber stamps, daters, ink.....	14.75
Max Stern's Sons, printing 2,000 pamphlets "Christmas Books for Children"	14.25
Bennett's Newspaper and Magazine Agency, subscription to periodicals, Jan. 1, 1911, to Dec. 31, 1911.....	3,388.60
J. P. Varhala, cataloguing Lithuanian books, etc.....	27.50
John Sileika, cataloguing Lithuanian books.....	25.00
H. G. Wilson, Secretary, cash expenses November, 1910.....	172.82
	\$9,478.02

He, also, presented a bill from G. Broes Van Dort in the amount of \$168.10 and from Alfred A. Goldschmidt in the amount of \$53.40 for miscellaneous art books, and moved that the bills be ordered paid from the Ryder fund income.
Carried.

Yeas—Directors Armstrong, Taylor, Lagorio, Frank, Freeman and the President—6.

Nays—None.

He, also, presented the following report of the Committee on the purchase of books during the past month, and moved that the report and recommendations therein be adopted.

Carried.

Yeas—Directors Armstrong, Taylor, Lagorio, Frank, Freeman and the President—6.

Nays—None.

CHICAGO, Dec. 12, 1910.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—During the past month

your Committee on Library have authorized the purchase of books as follows:

November 25, 1910:

Current American books, 177 vols., \$185.00.

Current English books, 28 vols., \$57.00.

Books pertaining to the Boy Scout Movement, 304 vols., \$107.00.

Stories for young people for Deposit Collection, 1575 vols., \$1150.00.

Books for the Open Shelf, 124 vols., \$119.00.

Total: 2208 vols., \$1618.00.

December 10, 1910:

Current American books, 151 vols., \$151.00.

Current English books, 14 vols., \$45.00.

Popular Juvenile books to be replaced, 2000 vols., \$1200.00.

Fiction for Open Shelves, 96 vols., \$96.00.

Miscellaneous books, 695 vols., \$485.40.

List of Moon Type books, 53 vols., \$61.30.

Current books for Blackstone Branch, 28 vols., \$25.00.

Fiction for Branches and Deposit Collection, 3940 vols., \$3900.00.

Current books and Extra Copies for Branches and Deposit, 1578 vols., \$1440.00.

Current books for School Deposit, 100 vols., \$100.00.

Polish books for Deposit Collection, 470 vols., \$400.00.

Total: 9125 vols., \$7903.70.

Books to be purchased from Ryder Fund, 23 vols., \$221.50.

We, also, recommend the payment of incidental bills amounting to \$18.35 as follows.

Smithsonian Institution:

International Catalogue of Sci. Lit.:
Geology, General Biology, 8th annual issue, \$6.35.

Robert Appleton Co. :

The Catholic Encyclopedia, vol. 9,
\$6.00.

Arthur H. Clarke Co. :

Documentary History of American Industrial Society, vol. 9, \$4.00.

The Essex Institute :

Subscription to Historical Collection,
vol. 47, 1911, \$2.00.

Respectfully submitted,

GRAHAM TAYLOR,

MORTIMER FRANK,

Committee on Library.

He, also, presented the following report and moved its adoption.

Carried.

Yeas—Directors Armstrong, Taylor, Lagorio, Frank, Freeman and the President—6.

Nays—None.

CHICAGO, Dec. 12, 1910.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Itemized bids for furnishing British periodicals and newspapers, German, French and miscellaneous foreign periodicals have been obtained by your Committee on Library, and recommendation is hereby made for the award of the contracts to the lowest bidders in each instance as follows:

British periodicals and newspapers,
B. F. Stevens & Brown, London, \$699.04.

The above bid includes the necessary postage.

Society publications, B. F. Stevens & Brown, London, \$117.86.

French periodicals, G. E. Stechert & Co., New York, \$251.44.

German periodicals, A. Kroch, Chicago, \$659.16.

Miscellaneous foreign periodicals, A. Kroch, Chicago, \$323.95.

In the case of all the foreign periodicals difficulty was experienced in getting bids covering, in each instance, all the items listed. Comparisons of prices have been

made by eliminating from the several lists those upon which the bidders found it impossible to give quotations. The amounts given above are for the periodicals and newspapers upon which bids have been definitely made. To these sums must be added the cost of periodicals for which no figures were received.

We have also received proposals to furnish the necessary linotype composition, press work and binding for printing the monthly bulletin of the Library in an edition of 5000 copies, ten issues per year, estimated to comprise sixteen pages monthly. We recommend that the contract be awarded to the lowest bidder, James Watson & Co., 63 Market street, at the rate of \$2.62 per page, based on a sixteen-page form, with a deduction of \$1.75 per page for such issues of the bulletin as comprise less than sixteen pages and more than twelve pages.

Your Committee recommend that application for the remission of fines be acted upon as follows:

Refused: C. W. Lansing, \$2.00.

Granted: M. E. Golden, 94 cents;

Agnes B. Biggers, \$1.60 (books lost in fire).

In connection with a plan inaugurated by the Chicago Association of Commerce two years ago, arrangements are actively under way for an International Municipal Congress and Exposition to be held in Chicago, September 18-30, 1911. Sanitation, water supply, park and boulevard systems, playgrounds, street cleaning, street paving, street traffic and many other problems of city government will be discussed. The Library Museum Council have requested the Chicago Public Library to undertake the publication of a bibliography on municipal affairs with special reference to Chicago, to include material on these topics in the principal libraries of the city. Such a publication would comprise a union list on these topics that would be of more than temporary value and interest. The John Crerar Li-

brary and the Newberry Library and other institutions in possession of such material have indicated their willingness to co-operate and to subscribe for copies of the publication as an aid in financing the issuance thereof. Your Committee recommend that the Librarian be instructed to undertake the compilation proposed with a view to its publication in season for the proposed assemblage next fall. Assistant Librarian Roden has indicated his willingness to undertake the editorial supervision of the work, and the printed titles of material in the John Crerar Library will be contributed by that institution for use in the preliminary survey of material.

Your Committee recommend that authority be given the Librarian to arrange from time to time, as the best interests of the Library may warrant, for the sale and exchange of duplicate material. Lack of necessary space for housing such material and the expense of caring therefor, without compensating value, render it advisable that material of this kind be disposed of as rapidly as possible.

Respectfully submitted,

GRAHAM TAYLOR,
MORTIMER FRANK,
Committee on Library.

COMMITTEE ON ADMINISTRATION.

Director Lagorio presented the following report and moved its adoption.

Carried.

CHICAGO, December 12, 1910.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—The following resignations have been filed and their acceptance is recommended, with authority to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Frank Bergman, janitor, November 23.
Joseph Cisar, page, November 25.
Louis Bisno, page, November 1.
Thomas Ryan, page, November 25.
Harry Bronstein, page, October 20.

Your Committee recommends that one week, lost on account of illness, be allowed Abraham Harris, elevator operator, as an offset on account of vacation, in accordance with the regulations of the Board.

Respectfully submitted,

A. LAGORIO,
Committee on Administration.

COMMITTEE ON DELIVERY STATIONS.

Director Frank, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Armstrong, Taylor, Lagorio, Frank, Freeman and the President—6.

Nays—None.

Knox Automobile Co. of Ill., parts for automobiles	\$ 22.61
Firestone Tire & Rubber Co., rubber tires	106.80
Standard Oil Co., gasoline	94.00
Valvoline Oil Co., oil	28.50
Standard Automobile Supply Co., automobile parts	4.40
D. J. Gallagher Mfg. Co., waste and wipers	15.85
Samuel Harris & Co., steel, rivets, cotters, washers, etc.	18.72
C. A. Taylor Trunk Works, fibre cases ..	30.00
Blue Island Ave. Harness Works, leather pockets	24.00
Wayman & Murphy, parts for automobiles	7.00
Meyer & Wenthe, brass name plates	6.70
	<u>\$358.58</u>

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Lagorio, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Armstrong, Taylor, Lagorio, Frank, Freeman and the President—6.

Nays—None.

Lewis Institute, rent, etc., W. Madison St. branch	\$ 100.00
Ben Ginsberg, rent, etc., Milwaukee Ave. branch	80.00
Albert W. Greene, rent, etc., North Clark St. branch	75.00
M. Krska, rent, etc., W. 26th St. branch	65.00
Ernst Stock, Agt., rent, North Ave. branch	60.00
Morris A. Goldberg & Nathan A. Edenburg, rent, etc., Logan Bld. branch	50.00
Chicago, Burlington & Quincy R. R. Co., rent, etc., Lawndale branch	30.00
Wm. A. Giles (F. A. Hill & Co. Agts.), rent, Austin branch	75.00
Peoples Gas Light & Coke Co., gas	64.28
Peoples Gas Light & Coke Co., arc-lamp rental, etc.	18.15
Chicago Telephone Co., telephone service	49.11
Sanitary Office Towel Co., laundering towels	29.30
Haegle Ice Co., ice	19.90
Cudahy Packing Co., soap powder	11.25
Raymond Express Co., delivering mail ..	9.00
A. P. W. Paper Co., toilet supplies	10.00
City Collector, City of Chicago, 2 street-car books	5.30
City Fuel Co., coal	877.84
Krehbiel Co., coal analysis	25.00
McMaster-Carr Supply Co., grease cups, packing, etc	30.96
John Mohr & Sons, boiler tube tools	20.00
G. Bossenga, removing ashes	19.50
Riddiford Bros., brushes	5.00
Illinois Electric Co., engineering supplies	17.75
Bullard & Gormley Co., miscellaneous hardware	33.91
National Sponge & Chamolis Co., sponges ..	26.00
James S. Kirk & Co., soft soap	19.60
Mears-Slayton Lumber Co., lumber	12.91
Remien & Kuhnert Co., turpentine, benzine, alcohol	6.45
A. Henrotin Co., Castile soap	6.00
Library Bureau, oak stacks, tables, chairs, charging desk, etc	846.65
A. Hannibal, repairs to chairs	29.50
Alexander H. Revell & Co., tables	9.00

Marshall Field & Co., cork carpet	6.00
Eliel & Loeb, insurance on books, etc., in Logan Bld. branch	7.19
F. P. Smith Wire & Iron Works, lamp post covers	8.00
Howe Scale Co. of Ill., adjusting screws and nuts for scale	12.40
F. O. Baumann Mfg. Co., carpenter work ..	93.80
E. Baggot Co., general plumbing repairs ..	51.60
H. Rosenbaum Roofing Co., repairs on roof	21.25
National Air Filter Co., ozone generator complete	200.00
Thomas & Smith, replacing down spouts and repairs to domes	1,172.60
Shepley, Rutan & Coolidge, final payment, professional services	392.40
Library Bureau, final payment, contract for alterations in del. room	1,097.50
E. P. Strandberg Co., 3d payment, gen. work in Kelly branch	7,500.00
Hulbert & Dorsey, 1st payment, plumbing, sewers, etc., in Kelly branch	800.00
L. H. Prentice Co., 1st payment, steam heating, etc., in Kelly branch	425.00
Commonwealth Edison Co., lighting Blackstone branch	40.88
Johnson Service Co., repairs to thermostats in Blackstone branch	17.50
H. G. Wilson, cash expenses Nov, 1910 ..	63.14
White City Electric Co., installing telephone conduit	37.00
	\$14,688.62

COMMITTEE ON FINANCE.

In the absence of the Chairman, Director Armstrong presented the following letter from the Secretary of the Board, which was received and the report therein approved:

"CHICAGO, Dec. 9, 1910.

"Fred'k H. Rawson, Esq.,

"Chairman Committee on Finance,

"Chicago Public Library.

"Dear Sir:—Herein I submit the report on the closing of the sale of the fee at the corner of Jackson boulevard and Sherman street.

"The warranty deed as prepared by Messrs. Pam & Hurd and approved by Mr. Wm. D. Barge, Assistant Corpora-

tion Counsel, was signed and acknowledged by the members of the Library Board November 23, 1910. The actual transfer took place Thursday, December 1st inst.

"The check of the Chicago Title & Trust Company for \$225,000, as evidenced by the certification of Mr. E. R. Graham, said certificate being attached hereto, was received in payment and was deposited in the Union Trust Company's Bank on a certificate of deposit drawing interest at two per cent. and payable on demand. This deposit is made pending the investment of this amount in such securities as may be ordered by the Board.

"The original copy of the lease of Hiram Kelly to Jonathan Clark and the insurance policies on the Brother Jonathan building, amounting to \$40,000, have been turned over to Mr. E. R. Graham. The ground rent for the month of November, 1910, amounting to \$500, was received from the Alice Clark trustees and deposited in the several banks holding our funds.

"Respectfully,

"H. G. WILSON, *Sec'y.*"

Director Armstrong, also, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Armstrong, Taylor, Lagorio, Frank, Freeman and the President—6.

Nays—None.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Finance presents the following recommendations in reference to the \$225,000.00 received from the sale of the fee located at the southwest corner of Jackson boulevard and Sherman street.

1. Your Committee recommends that the entire \$225,000.00 be invested in local municipal securities.

2. That forty-five of each of the following bonds be purchased:

City of Chicago	4's.
West Park	4's.
South Park	4's.
Lincoln Park	4's.
Sanitary District	4's.

3. That the Secretary of the Board, with the concurrence of the Chairman of the Committee on Finance, be instructed to purchase these bonds from time to time as the market seems favorable at the lowest price obtainable.

All of which is respectfully submitted,
FREDERICK H. RAWSON,
GEO. B. ARMSTRONG,
JULIUS STERN,

Committee on Finance.

CHICAGO, Dec. 12, 1910.

He, also, presented a bill from the Chicago Title and Trust Company in the amount of \$132.00 for continuing abstract of title to the fee at the corner of Jackson boulevard and Sherman street, and moved that the bill be paid from the Kelly fund income.

Carried.

Yeas—Directors Armstrong, Taylor, Lagorio, Frank, Freeman and the President—6.

Nays—None.

SPECIAL COMMITTEES.

Director Armstrong, for the Special Committee on the memorial to the late Director Edward A. Blodgett, presented the engrossed memorial and bill of A. B. Garman for \$50.00 for the same, and moved that the bill be ordered paid.

Carried.

REPORTS OF OFFICERS.

The Librarian presented his report for the month of November, 1910, which was received and ordered published.

He, also, requested the use of the Directors' room for the January meetings of the executive board of the American Library Association and other conferences to be held the first week in January.

Director Armstrong moved that permission be granted for the use of the Directors' room for these meetings.

Carried.

The Librarian, also, brought up the question of closing the branches on Christmas day, Sunday, December 25th inst.

Director Armstrong moved that all the branches be closed on that day.

Carried.

The Librarian, also, brought up the question of the fine of three cents a day on books drawn by children, and recommended that the fine be reduced to one cent a day in such cases.

Director Taylor moved to amend article XXV. of the by-laws so as to provide for a reduction of the fines on children's books in accordance with the recommendation of the Librarian.

The motion prevailed and the matter was referred to the Committee on By-Laws.

Director Taylor moved to suspend the rule in reference to the fine on delinquent books, so far as books drawn by children are concerned, and that the question of enforcing the present rule be left to the Librarian with power to act in each case.

Carried.

He, also, presented the following letter from the Council for Library and Museum Extension:

"CHICAGO, ILL., Dec. 2, 1910.

"*Public Library,*

"*Chicago.*

"*Gentlemen:*—At a recent meeting of the members of the Council for Library and Museum Extension, it was decided to undertake the publication of a handbook, setting forth briefly the advantages of Chicago as an educational center and giving a short sketch of each institution represented. The book will contain about seventy or eighty pages, illustrated. The Association of Commerce has agreed to contribute \$500.00 toward the cost of this publication and will undertake the work of compilation of work supplied by the institutions represented and also attend to the publication and distribution.

"It will be necessary for each institution represented to bear its proportion of the expense. The Committee has estimated the cost of from fifty to seventy-five thousand copies will be \$2,000.00. An equitable distribution of this expense among the institutions interested makes your proportion \$200.00. The Council will be glad to have your Board agree to contribute this amount, to be paid when sufficient funds have been subscribed for the publication of this book.

"Awaiting your early reply, we are,

"Yours very truly,

"N. H. CARPENTER.

— "*President.*"

Director Taylor moved that the sum of \$200.00 be appropriated to cover the Library's share in accordance with the above and that the Librarian be instructed to furnish the copy for the text descriptive of the Chicago Public Library and its resources.

Carried.

Yeas—Directors Armstrong, Taylor,

Lagorio, Frank, Freeman and the President—6.

Nays—None.

NEW BUSINESS.

Director Armstrong presented a petition, signed by citizens in the vicinity of Evanston and Wilson avenues, praying the Board to establish a branch in that locality.

Director Armstrong moved that the pe-

tition be referred to the Committee on Branches.

Carried.

Director Frank presented a report on the lighting of the various rooms in the Library building, which was referred to the Committee on Buildings and Grounds.

On motion of Director Armstrong, the Board adjourned.

H. G. WILSON,
Secretary.

REPORT OF LIBRARIAN FOR NOVEMBER, 1910.

CIRCULATION OF BOOKS.

The number of books taken from the Library for home use during the month of November, 1910, was 197,486 against 156,742 for the corresponding month of the previous year. The circulation from branches, exclusive of volumes supplied through the Stations Department, was as follows:

Blackstone Branch.....	7,238
Lewis Institute Branch.....	6,388
Burr School Branch.....	4,173
Austin Branch.....	5,144
West Park No. 1 Branch.....	2,062
West Park No. 2 Branch.....	3,088
Lincoln Center Branch.....	4,099
Lawndale Branch.....	2,809
West 26th Street Branch.....	2,422
Hebrew Institute Branch.....	3,266
Mark White Branch (Opened Nov. 10).....	885
Sherman Park Branch (Opened Nov. 10).....	1,929
Cornell Branch (Opened Nov. 10).....	1,281
Other Agencies.....	5,333

The circulation department was open on 25 week days. The daily average week day circulation was 7,899. The circulation from the Open Shelf room was 21,304.

REFERENCE ROOM.

	1910.	1909.
Number of recorded visitors.....	17,029	12,424
Books issued from stacks.....	39,963	32,377

No record was kept of the number of visitors who consulted the books on the open shelves.

THOMAS HUGHES READING ROOM FOR YOUNG PEOPLE.

Mean attendance per hour, 17. Average maximum attendance per hour, 25.
Total attendance, 4,065. Books circulated, 1,440.

ROOM FOR ART BOOKS.

Visitors, 2,790. Books consulted, 8,571.

PATENTS AND PUBLIC DOCUMENTS.

	1910.	1909.
Number of visitors.	2,583	2,531
Volumes consulted.	11,502	11,518

BOUND NEWSPAPERS AND BOOKS FOR THE BLIND.

Visitors, 390. Bound newspapers consulted, 617. Books for the blind circulated, 163.

READING ROOM.

Periodicals issued at counter, 11,979. No record kept of use of periodicals and newspapers on open stands and racks. Mean attendance per hour, 245. Average maximum attendance per hour, 362.

BRANCH READING ROOMS.

	Av. Attendance at close of each hour.	Average Maximum Attendance.	Sunday Av.	Books Circulated Station.	Books Circulated Direct.
No. 1	34	48	48	3,554	
No. 2	10	31	74	52	2,809
No. 3	22	38	25	1,336	
No. 4	27	45	191	960	2,422
No. 5	23	29	111	864	3,088
No. 6	45	70	243	866	6,388
No. 7	22	40	46	1,563	
No. 8	19	29	43	476	
No. 9	21	32	31	852	
No. 10	16	22	44	772	
No. 11	21	35	52	1,365	
No. 12	28	44	35	2,061	
No. 14	27	37	131	200	2,062
No. 15	36	46	67	880	
No. 16	28	50	211	55	4,173
No. 17	31	66	134	2,578	3,266
No. 18	13	30	20	368	5,144
No. 19	14	29	82	571	4,099
No. 20	32	58	200	9	885
No. 21	41	66	184	23	1,929
No. 22	37	82	54	21	1,281
Blackstone. . .	18	37	173	562	7,238

DELIVERY STATIONS.

The number of books issued from 100 delivery stations was 91,089, against 98,964 from 86 stations for the same month of the preceding year.

REGISTRATION.

The number of cards issued on new registrations and re-registrations was 7,356. The registration of November, 1909, was 4,683. The number of three-year cards outstanding is 123,394. Number of non-fiction cards issued in November, 1910, was 2,548.

BINDING DEPARTMENT.

Number of books at binderies November 1, 1910.....	3,863
Number of books sent to binderies in November, 1910.....	3,067
Total number of books at binderies in November, 1910.....	6,930
Number of books received from binderies in November, 1910.....	2,355
Number of books at binderies November 30, 1910.....	4,575
Number of books repaired in library in November, 1910.....	1,781

GROWTH OF THE LIBRARY.

The total number of volumes in the Library November 30, 1910, was 426,417. Received since June 1, 1910, 28,347; since November 1, 1910, 6,326. Books worn out and condemned since June 1, 4,415; since November 1, 688. Books lost and paid for since June 1, 363; since November 1, 48. Books found and money refunded since June 1, 47; since November 1, 7.

HENRY E. LEGLER,

Librarian.

CHICAGO, December 12, 1910.

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, JANUARY 9, 1911.

OFFICIAL RECORD.

There were present the President, Director Roulston, in the chair, and Directors Armstrong, Taylor, Stern, Lagorio, Rawson, Frank, Freeman and Wait.

Absent—None.

MINUTES APPROVED.

On motion, of Director Rawson the minutes of the regular meeting held December 12, 1910, were approved as recorded and printed, without being read.

COMMUNICATIONS.

The following communication from the City Clerk was received and placed on file:

"City of Chicago,

"Office of the City Clerk.

"December 29, 1910.

"Mr. H. G. Wilson,

"Secretary Public Library.

"Dear Sir:—I have the honor to advise you of the appointment by his honor, the Mayor, on December 19, 1910, of Major Horatio L. Wait as a Director of

the Chicago Public Library to succeed the late E. A. Blodgett, which appointment was concurred in by the City Council.

"Major Wait has called at this office and subscribed to the official oath prescribed by statute.

"Yours respectfully,

"Francis D. Connery, *City Clerk*."

The following communications from the Deputy Comptroller and Comptroller of the City of Chicago were received and filed:

"City of Chicago,

"Department of Finance.

"Office of the Comptroller.

"Chicago, December 6, 1910.

"Mr. H. G. Wilson,

"Sec'y Public Library Board,

"Chicago.

"Dear Sir:—In response to your request, we beg to advise that the assessed valuation of the taxable property within the City of Chicago for the year 1910, as certified by the County Clerk, is

\$848,994,536.00, and the Public Library rate is .036474.

"Yours very truly,

"L. E. Gosselin,
"Deputy Comptroller."

“City of Chicago,

"Department of Finance.

"Chicago, Dec. 14, 1910.

"Mr. H. G. Wilson.

"Secretary Chicago Public Library.

“Chicago, Illinois.

"*Dear Sir:*—In answer to your inquiry as to the amount the Library will receive account of the 1910 taxation, we beg to advise that the County Clerk officially notified the Comptroller that the rates would be as follows:

"Library 036474

" Tuberculosis Sanitarium 05

“City, for Sinking Funds and

Corporate purposes 1.322589

“Total 1.409063

"We learn, unofficially however, that the County Clerk, in order to lessen the clerical work of extending the taxes, proposes to use 1.41 as the aggregate figure.

"If he does this, it will produce \$7,955.07 more than the amount the City will be entitled to if the exact rates were used.

"Upon these facts being brought to the attention of the Comptroller, he advised that in the event of this sum, \$7,955.07, being received in excess of the amount that the official corporate rates would produce, it should be placed to the credit of the Public Library.

"Yours very truly,

"Walter H. Wilson, *Comptroller.*"

Communications were received as follows:

From Chas. Gravius, No. 3594 Milwaukee avenue, praying the Board to establish a delivery station in his store.

Referred to the Committee on Delivery
Stations.

From John N. Stewart, President of the Central Improvement Association of Englewood, asking permission to use the assembly room in the Hiram Kelly Branch, when completed, for public meetings of the association.

Referred to the Committee on Branches.

From Alfred Weiss and Fred'k Pfeiffer, asking the Board to re-establish a reading room in the vicinity of Ashland avenue and Eighteenth street.

Director Stern moved that the request be placed on file.

Carried.

From M. F. Nugent, Secretary of the Ashland Sub-division Improvement Club, asking the Board to establish a branch in the vicinity of Fifty-fifth street and Ashland avenue:

Director Stern moved that the communication be placed on file.

Carried.

From Aksel G. S. Josephson, Secretary of the Council for Library and Museum Extension, inviting the Chicago Public Library to take part in the International Municipal Congress and Exposition to be held in Chicago September 18 to 30, 1911.

Director Stern moved that the communication be referred to the Committee on Library and the Librarian.

Carried.

The following communication from the South Park Commissioners:

“South Park Commissioners.

“Chicago, January 5, 1911.

"City of Chicago,

Public Library.

"South Park Special Assessment No. 20 for the first improvement of Michigan

avenue from the north line of Jackson street to the south line of Randolph street and the intersection of Michigan avenue and Randolph street.

"You are hereby notified that the assessment for the cost of the above described improvement levied against the following described property in the following amount, together with interest thereon at six (6) per cent. from October 14, 1910, the date of confirmation of said assessment, to the date of payment, is now due and payment of the same is hereby requested.

Description.	Assessment. cts.
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That part of fractional section 10-39-14 lying east of Block 12 in Fort Dearborn Addition to Chicago	\$10,361 50
"South Park Commissioners,	
"By J. F. Neil, <i>Comptroller</i> ."	

Director Rawson moved that the communication be referred to the Committee on Finance with power to act in the matter.

Carried.

Yeas—Directors Armstrong, Taylor, Stern, Lagorio, Rawson, Frank, Freeman, Wait and the President—9.

Nays—None.

By unanimous consent, the regular order of business was suspended and the President called up the report of the Committee on Finance.

Director Rawson, Chairman, presented the following report of the Committee on the budget for the year 1911.

Chicago, January 9, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—In framing the budget for the current calendar year, your Committee on Finance have been greatly embarrassed by reason of an unexpectedly diminished income. Instead of increased

revenues resulting from an increase in the assessed valuation of property, the amount to be derived from taxes, owing to the operation of the Juul law, is approximately \$35,000 less than the amount realized for the year 1910. Having planned an expansion of work based on the proceeds of the year just closed, and having naturally assumed that a legitimate growth could be cared for during the ensuing year, the Board finds itself confronted instead with the necessity for rigorous retrenchment in various directions without hope of meeting increasing and reasonable demands for added facilities in sections of the city hitherto unprovided. The new building in Englewood is nearing completion and provision must be made for its maintenance and equipment. The occupancy of new quarters provided in Stanton Park must be arranged for if good faith is to be preserved. Other plans, to the carrying out of which the Board is partly committed, must necessarily be deferred.

Having in mind the situation which unexpectedly confronts the Board, the several committees have considered earnestly ways and means for curtailing expenditures in every way possible without disarranging and irretrievably injuring the work in the entire library system. The apportionment of funds herewith submitted for approval is based on their recommendations.

The revenues from the usual sources available for 1911 are estimated as follows:

Unappropriated balance, January 1, 1911	\$ 10,000.00
Taxes for 1910 collectible in 1911	309,662.26
Delinquent taxes	1,000.00
Miscellaneous receipts	1,800.00
Interest on deposits	1,000.00
	\$323,500.00
Less loss and costs	15,000.00
	\$308,500.00

Basing the figures which follow on the curtailments suggested by the several committees, your Committee on Finance recommend the authorization of the following expenditures during the current calendar year:

Salaries	\$205,000
Station-keepers	10,000
Books	35,000
Binding	20,000
Periodicals	6,500
Finding lists	3,000
Printing and stationery	4,500
Freight	250
Postage	1,200
Refunds	150
Reading rooms	4,500
Delivery stations, miscellaneous	5,000
Blackstone branch	1,000
Fuel	11,000
Heating plant	1,500
Electric supplies and repairs ..	1,000
Elevator supplies and repairs ..	500
Janitors	700
Insurance	700
Miscellaneous	3,000
Furniture and fixtures	2,000
Repairs and alterations	5,000
	\$321,500
Equipment Kelly branch	14,000
Maintenance Kelly branch eight months	6,000
Total	\$341,500

Inasmuch as the amount derivable from the usual revenues are insufficient to provide the wants embraced in this budget, we recommend that provision be made by adoption of the following resolutions:

Resolved, That the maintenance cost of the Hiram Kelly branch library from the date of opening until December 31, 1911, to an amount not exceeding \$6,000, be paid out of current interest income derived from the Kelly fund.

Resolved, That the sum of \$14,000 estimated as necessary for the equipment

of the Hiram Kelly branch, and the further sum of \$13,000 for the purchase of books required for branches and reading rooms (included in the item for the purchase of books as above listed), be appropriated from the accrued interest of endowment funds now in the custody and subject to the disposition of the Library Board, and that authority for such expenditure be given accordingly.

Respectfully submitted,

F. H. RAWSON,

JULIUS STERN,

GEO. B. ARMSTRONG,

Committee on Finance.

After discussion, Director Rawson moved that the report be received and the recommendations concurred in.

Carried.

Yeas—Directors Armstrong, Taylor, Stern, Lagorio, Rawson, Frank, Freeman, Wait and the President—9.

Nays—None.

He, also, presented the following report of the Committee on the estimates for the 1911 appropriation and moved its adoption.

Carried.

Yeas—Directors Armstrong, Taylor, Stern, Lagorio, Rawson, Frank, Freeman, Wait and the President—9.

Nays—None.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Finance begs leave to report that on December 28, 1910, the Secretary received a request from the City Comptroller for the estimates for the appropriation bill for 1911 for transmission to the City Council at a special meeting December 29th ult.

The following estimates were forwarded to the City Comptroller's office, and your Committee asks the approval and ratification of its action.

Chicago Public Library.
Appropriation for 1911.

For library purposes and all expenses of operation and maintenance of the Chicago Public Library and its branches	\$516,000.00
Estimated loss and cost of tax collection.....	17,000.00
	533,000.00
Miscellaneous receipts.....	2,000.00
Total.....	\$535,000.00

Respectfully submitted,

F. H. RAWSON,

JULIUS STERN,

GEO. B. ARMSTRONG.

Committee on Finance.

CHICAGO, Jan. 9, 1911.

Director Rawson was excused and left the room.

The President then called up the report of the Committee on Branches.

Director Taylor, Chairman, presented the following report, and moved that the recommendations contained therein be adopted.

Carried.

Yeas—Directors Armstrong, Taylor, Stern, Lagorio, Frank, Freeman, Wait and the President—8.

Nays—None.

CHICAGO, January 9, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—In view of the reduced income available for library purposes, your Committee on Branches regret the consequent inability to put into effect plans which they had expected to recommend to the Board covering the ensuing twelve months. Some of the proposed extensions were incorporated in a report submitted some months ago and develop-

ments since would have placed at the disposal of the Board other quarters in various sections of the city.

Having in view the emergency which faces the Board, your Committee have given special thought to such retrenchments as might be effected without seriously impairing the larger work now under way. There remain, as part of the system, three reading rooms in rented store buildings, the outlay for the maintenance of which is out of proportion to the results accomplished. Were it possible to replace them with branches for circulating collections the desirability of their continuance would be unquestioned. As the funds are not procurable for this purpose, your Committee deem it the wiser plan to discontinue these reading rooms, replacing them for the time being with delivery stations and utilizing the funds thus released for more urgent needs. Your Committee, therefore, recommend the adoption of the following resolutions:

Resolved, That the leases for stores at the following locations now used as reading rooms be not renewed upon their termination in May next: 651 North avenue; 1560 Milwaukee avenue; 3230 North Clark street. That the furniture and equipment at present located in the North avenue reading room be transferred to the branch being erected at Stanton Park, and that arrangements be made for supplying delivery stations in lieu of the reading rooms now maintained on North Clark street and on Milwaukee avenue.

Resolved, That the custodians in charge of the three reading rooms enumerated above be transferred to the main building for such service as the Librarian may assign, and that from and after such transfer the salaries of the said custodians be fixed at the maximum rate specified for class 2, grade B, \$50.00 per month.

Resolved, that the sum of \$35.00 each per month be allowed for conducting of delivery stations in place of the Milwaukee avenue and North Clark street estab-

lishments, such sum to include rental and custody.

It is estimated that on an annual basis about \$5,000 can be saved by the change of arrangements proposed above.

Your Committee regret greatly the inability of the Board to increase the number of branches during the year, especially in view of the large work which has been accomplished in those which have been opened during the last six months. The tremendous use made of their facilities has more than justified the action of the Board in distributing the small collections of books which they contain to various sections of the city, remote from the main building. The gain in circulation amounting to about 33% for the past year is attributable in large measure to these branches.

Experience has shown that the minimum number of persons required for the operation of each branch is three. In order that the greatest effectiveness may be secured in the administration of these branches your Committee have formulated the following plan of organization for the group of smaller branches:

Minimum staff—one librarian, one assistant, or page.

Additional assistant, if the circulation exceeds 30,000 per annum, or if the branch is open forenoons as well as afternoons and evenings, or in the event that special circumstances warrant such additional assistant.

Respectfully submitted,

GRAHAM TAYLOR,
JULIUS STERN,
GEO. B. ARMSTRONG,
Committee on Branches.

Director Taylor was excused and left the room.

The regular order of business was then taken up.

COMMITTEE ON LIBRARY.

Director Stern, Chairman, presented the following schedule of bills, regularly

audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Armstrong, Stern, Lagorio, Frank, Freeman, Wait and the President—7.

Nays—None.

A. C. McClurg & Co., books.....	\$4,982.04
Walter M. Hill, books.....	66.77
H. W. Wilson Co., books.....	47.48
Gurewitch & Ravitch, books.....	43.45
Gyldendal Publishing House, books....	38.47
Clayton F. Summy Co., books.....	18.00
C. T. Waugh, books.....	12.60
R. L. Polk & Co., directory.....	6.00
G. E. Stechert & Co., books and subscriptions.....	46.79
Ernst Wasmuth, books, Marks 391.40 (est.).....	93.94
B. F. Stevens & Brown, subscriptions and books, £113/0/7 (est.).....	551.60
R. R. Bowker (Publisher's Weekly), subscriptions.....	14.00
John Seybold, binding.....	651.82
Geo. E. Koehler, binding.....	609.38
Max Stöckmar & Sons, binding.....	106.19
Gaylord Bros., pamphlet binders.....	8.09
Library Bureau, book pockets, cards and book.....	74.50
Cameron, Amberg & Co., cutting paper for charging checks, etc.....	65.50
James Watson & Co., printing minutes.....	21.95
Max Stern's Sons, printing book slips.....	5.50
Schulkins & Co., printing postals.....	5.75
Geo. E. Cole Co., misc. stationery.....	10.69
Kirk's Ink Co., library paste.....	12.35
W. D. Messinger & Co., wrapping paper.....	6.99
Quaker City Rubber Co., rubber bands.....	5.00
The Shaw-Walker Co., plain white cards.....	35.00
Swigart Paper Co., paper.....	21.95
Thomas Charles Co., paper.....	6.00
Bradner, Smith & Co., plain white envelopes.....	5.40
Paper Mills' Co., paper.....	2.34
City Collector, City of Chicago, identification slips and pay rolls.....	3.10
H. G. Wilson, Sec'y, cash expenses, Dec. 1910.....	143.90
	\$7,722.54

Director Stern, also, presented a list of bills for miscellaneous books and sub-

scriptions, amounting to \$46.90, and moved that the bills be paid from the incidental fund.

Carried.

He, also, presented the following report of the Committee on Library, and moved that the action of the Committee be concurred in.

Carried.

Yeas—Directors Armstrong, Stern, Lagorio, Frank, Freeman, Wait and the President—7.

Nays—None.

CHICAGO, January 9, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Library have authorized the following expenditures for books:

December 23, 1910:

Current American books—184 vols.—\$220.00.

Current English books—10 vols.—\$28.00.

Books for the Open Shelves—69 vols.—\$110.00.

Miscellaneous books to be replaced—760 vols.—\$1,150.00.

Popular Fiction to be replaced—622 vols.—\$600.00.

List of Bohemian books—783 vols.—\$535.00.

Books for School Deposit Collection—100 vols.—\$90.00.

Danish and Bohemian books—204 vols.—\$190.00.

Total: 2,732 vols.—\$2,923.00.

January 9, 1911.

Current American books—56 vols.—\$51.50.

Respectfully submitted,

JULIUS STERN,

MORTIMER FRANK,

Committee on Library.

COMMITTEE ON ADMINISTRATION.

Director Lagorio for the Committee presented the following report and moved its adoption.

Carried.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—The following resignations have been received since our last report to the Board. Their acceptance is recommended, with authority to the Librarian to fill the positions by requisition on the Civil Service Commission:

Mrs. Ruth K. Gardiner, junior assistant, January 1, 1911.

Harry E. Hackett, junior assistant, January 6, 1911.

Clarence H. Bouchane, page, December 17.

We recommend that leaves of absence be granted as follows:

Chris Ullrich, on account of illness, December 6, and 8 to 17, inclusive, eleven days, with re-imburement of salary lost for that period, the said Chris Ullrich having been a faithful employé in the service of the Library for seventeen years past, without previous absence.

John A. Young, two months additional, without pay.

Jessie M. Woodford, nine days in December and January, to be applied on vacation allowance.

William E. Holman, three months, from November 26 to February 26.

Respectfully submitted,

A. LAGORIO,

F. H. RAWSON,

Committee on Administration.

Director Lagorio, also, presented the following list of vacancies and appointments for November and December, 1910, which was received and ordered published.

Louis Bisno, page, resigned November 1.
 Abraham Myerson, page, resigned November 2.

George Slagle, page, separated November 7.

Samuel Kaprall, page, separated November 12.

Chas. E. Taylor, page, separated November 12.

Abe J. Diamond, page, discharged November 14.

Harry L. Bronstein, page, resigned November 20.

Frank Bergman, janitor, resigned November 23.

Joseph Cisar, page, resigned November 25.

Thomas Hall, janitor, separated November 25.

Frank J. Conlon, mechanical and electrical engineer, separated November 30.

Owen G. Connorton, page, separated December 10.

Clarence H. Bouchane, page, resigned December 17.

John P. Cunningham, carpenter, separated December 24.

Junior assistants—branch librarians appointed, \$660 per year:

Kate B. Chase, November 1.

Bird Morrison, November 1.

Pages, \$300 per year:

Bernard Friedman, appointed Nov. 1.

Martin Moylan, appointed temp. Nov. 1; separated November 10.

Joseph Morris, appointed temp. November 4; separated November 16.

William J. Kuhn, appointed temp. November 7.

Mike Gargano, appointed temp. November 8; separated November 15.

Morris Gordon, appointed temp. November 8; separated November 16.

Peter P. Peace, appointed temp. November 8; separated November 16.

Carl E. Anderson, appointed November 12.

James C. Burns, appointed Nov. 12.

William E. Holman, appointed Nov. 12.
 Samuel Horn, appointed November 12.
 Joseph D. Matthews, appointed November 12.

George W. Perdue, appointed Nov. 12.
 Thomas Ryan, appointed November 12; resigned November 25.

Paul B. Tetter, appointed November 12.
 John J. Dockery, appointed Nov. 15.

Walter R. Youngberg, appointed temp. November 16.

Jacob Berger, appointed temp. Nov. 18; civil service, December 30.

James J. Pagliughi, appointed temp. November 18.

Alfred W. Taylor, appointed temp. November 19; separated December 7.

Mack E. Ward, appointed temp. November 19.

William J. Kurzin, appointed Nov. 21.
 Eli H. Schultz, appointed temp. November 21.

Frank G. Taylor, appointed temp. November 21; separated November 28.

J. Norman Farnum, appointed temp. November 22; civil service, December 30.

Laddie L. Tichy, appointed Nov. 22.
 Ismond J. Gordon, appointed Nov. 28.

Walter King, appointed temp. November 28; separated December 3.

C. W. Sargent, appointed temp. November 28; separated December 31.

Harry G. Bristow, appointed temp. November 30.

Harry H. Pence, appointed temp. December 1.

Edward E. Jacobs, appointed temp. December 2.

Howard B. Maguire, appointed Dec. 5.
 John O'Keefe, appointed temp. Dec. 8.

Isadore Levinson, appointed temp. December 12.

Bindery assistant appointed, \$1.25 per day:

Mabel C. Folger, November 29.

Mechanical and electrical engineer appointed, \$1,200 per year:

Andrew E. Christophersen, Nov. 28.

Elevator operators, \$660 per year:

Ted Bebe, appointed temp. November 3; separated November 6.

Fred Brandt, appointed temp. November 7; separated November 8.

Janitors for service at branch libraries temporarily appointed, \$15 per month:

Steve Navrocki, November 1.

James Anderson, December 2.

Janitor for service at branch library temporarily appointed, \$12 per month:

Joseph Svoboda, November 9.

Page, salary changed from \$300 per year to \$1.25 per day:

Eugenio Celio, November 26.

He, also, presented the following report of the Committee:

CHICAGO, January 9, 1911.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—In submitting figures to the Finance Committee for use in framing the annual budget, your Committee on Administration have made no provision for expansion of the service beyond meeting needs already authorized by the Board, and the filling of vacancies which exist in some of the branches. It will be necessary in adjusting the service during the summer period and vacations to conform to the general requirement that the regular staff shall assume the duties of absentees, except in cases where it is absolutely impossible to arrange the schedule therefor. The Committee has included in the sum total of \$205,000 for salaries an emergency item of \$600 to cover such special service as may be required during the summer period. It will be noted that this is considerably less than the amount ordinarily expended for the purpose. The pay-roll estimate, on the basis of a complete staff, makes provision for the payment of salaries according to the schedule adopted by the Board, and will render

impossible promotional appointments following examinations which your Committee had hoped in certain departments to bring about during this year. This division of employes included in the pay-roll estimate is as follows, including the heads of departments:

Librarian's office, 3; Secretary's office, 4; Order department, 6; Catalogue department, 10; Registry department, 10; Circulation department, 32; Instructional department, 1; Stations department, 40; Branches and Reading Rooms, 68; Periodicals, 3; Publications, 3; Reference department, 12; Evening and Holiday service, 16; Bindery department, 8; Engineers' department, 15; Janitors, including all grades of service, 38; Telephone operator, 1. Total: 270.

While this schedule has been based upon the service as at present administered, it is hoped that economies may be effected by re-organization and consolidation in some of the departments during the coming year whereby it may be possible to reduce the number of persons needed for part of the year.

Respectfully submitted,

F. H. RAWSON,
A. LAGORIO,

Committee on Administration.

Director Frank moved that the report be adopted.

Carried.

Yeas—Directors Armstrong, Stern, Lagorio, Frank, Freeman, Wait and the President—7.

Nays—None.

COMMITTEE ON DELIVERY STATIONS.

Director Frank, Chairman, presented the following report and moved the adoption of the recommendations contained therein.

Carried.

Yeas—Directors Armstrong, Stern,

Lagorio, Frank, Freeman, Wait and the President—7.

Nays—None.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—In accordance with the general plan of retrenchment necessitated by the reduced revenues for 1911, your Committee on Delivery Stations has submitted to the Committee on Finance as its estimates for the items directly under its supervision the following:

Delivery Stations, miscellaneous	\$ 5,000.00
Salaries Delivery Station Keepers (including outside express service)	10,000.00

In fixing the latter amount, your Committee found it necessary to make a new schedule for the payment of delivery station keepers. The present schedule allows 1½ cents per volume for the first thousand volumes circulated and ¾ cents per volume for all in excess of 1,000 volumes, with a minimum payment of \$7.50 per month. By fixing a flat rate of one cent a volume a saving of \$3,500 a year will be made.

Your Committee, therefore, recommends the adoption of the following: That beginning January 26, 1911, the compensation allowed keepers of delivery stations be fixed at one cent per volume circulated and that the minimum rate of \$7.50 per month be discontinued.

All of which is respectfully submitted.

MORTIMER FRANK,
HENRY V. FREEMAN,
GEO. B. ARMSTRONG,

Committee on Delivery Stations.

CHICAGO, Jan 9, 1911.

Director Frank, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Armstrong, Stern, Lagorio, Frank, Freeman, Wait and the President—7.

Nays—None.

Knox Automobile Co. of Illinois, automobile parts	\$172.94
Standard Oil Co., gasoline	78.00
Valvoline Oil Co., gas-engine oil	14.70
Hartford Rubber Works Co., rubber tire	48.06
American Battery Co., repairing storage battery type H. P.	13.75
Estate Edward R. Ladew, leather belting	22.18
Samuel Harris & Co., tap, die and reamer	5.97
Wayman and Murphy, parts for automobiles, etc.	81.85
Frank Seely, hanging delivery station signs	10.00
The Turner Brass Works, 50 cast bronze name plates	20.00
	\$467.45

He, also, presented the following recommendations of the Committee and moved their adoption.

Carried.

1. That the petition of Joseph J. Zak, 3192 Milwaukee avenue, for a delivery station at his store, be filed until such time as the place can be reached by the regular delivery service.

2. That Lyder Birkedal be appointed keeper of delivery station No. 42 West, 1105 N. California avenue, in place of Mrs. E. Rice, deceased.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Lagorio, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Armstrong, Stern, Lagorio, Frank, Freeman, Wait and the President—7.

Nays—None.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Buildings and Grounds submits herewith the following report on matters in its hands:

1. That the communication of Kaestner & Hecht Co., together with their claim of \$235.40 for extras on their contract for electric elevator, be placed on file. The contractor has accepted a final payment in full for the work done under his contract in accordance with the certificate of the architects and voucher ordered paid by this Board November 14, 1910.

2. That the letter of Chas. L. Cole, in reference to the insurance on the Hiram Kelly branch, be placed on file. The terms of the contract for the building provide that the contractor shall insure against loss by fire until such time as the building is completed and accepted.

3. In preparing its estimates for the budget for 1911, your Committee has reduced its figures to a minimum, estimating in each item the absolute necessities for the maintenance and upkeep of the library building and its branches exclusive of the Hiram Kelly branch, which will be completed about May 1, 1911. The figures in detail have been submitted to the Committee on Finance.

All of which is respectfully submitted.

A. LAGORIO,
F. H. RAWSON,

Committee on Buildings and Grounds.
CHICAGO, Jan. 9, 1911.

Director Lagorio, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Armstrong, Stern, Lagorio, Frank, Freeman, Wait and the President—7.

Nays—None.

Peoples Gas Light & Coke Co., gas	71.10
Peoples Gas Light & Coke Co., arc-lamp rental	17.20
Commonwealth Edison Co., lighting West 26th St. Branch	15.24
George M. Clark & Co., gas radiator and tubing	6.48
City Fuel Co., coal main library and branches.....	1,158.21
Krehbiel Co., coal analysis	25.00
Chicago Telephone Co., telephone service	58.14
Haegle Ice Co., ice.....	20.48
Sanitary Office Towel Co., laundering towels.....	32.75
Wakem & McLaughlin, Inc., soap.....	38.00
D. M. Goodwillie Co., pine blocks	22.00
B. F. Chase Sign Co., signs on door and window of Logan Boulevard branch...	16.00
City Collector, City of Chicago, street-car books.....	5.30
A. P. W. Paper Co., toilet supplies.....	10.00
Raymond Express Co., delivering mail..	9.00
Lammert & Mann, making steel radiator keys	9.30
Sprague, Warner & Co., soap.....	6.75
G. Bossenga, removing ashes.....	22.50
D. J. Gallagher Mfg. Co., waste.....	9.45
McMaster-Carr Supply Co., graphite, emory cloth, gauge glasses.....	7.83
Nernst Lamp Co., burners	1.90
Peerless Electric Co., repairs on armature, etc.....	45.00
Gallagher & Speck, repairs to elevator thrust bearings, etc.....	35.50
Otis Elevator Co., elevator repair parts.....	10.25
James S. Kirk & Co., soft soap.....	19.55
Bullard & Gormley Co., hardware.....	15.14
Eliel & Loeb, insurance on books at bindery.....	20.00
Pennsylvania Casualty Co., liability insurance	5.55
F. O. Baumann Mfg. Co., carpenter work	58.80
Lamson Consolidated Store Service Co., new lid and rim for pneumatic tube...	5.13
Commonwealth Edison Co., lighting Blackstone Branch.....	44.14
W. V. Geary, sprinkling and cleaning streets, Blackstone Branch.....	25.00
H. G. Wilson, Secretary, cash expenses December, 1910.....	110.32

\$1,955.11.

REPORTS OF OFFICERS.

The Librarian presented his report for the month of December, 1910, which was received and ordered published.

He, also, presented a communication from the Civil Service Commission in reference to the reclassification and regrading of the engineering service, which was received and referred to the Committee on Administration.

He, also, stated that he had received a report of misconduct on the part of some of the people in attendance at the meetings of the Chicago Odontographic Society held in assembly hall.

The matter was referred to the Com-

mittee on Buildings and Grounds for investigation and report.

NEW BUSINESS.

The President appointed Director Horatio L. Wait a member of the Administration and Buildings and Grounds Committees; the Committees standing as follows:

Administration:—Directors Rawson, Lagorio and Wait.

Buildings and Grounds:—Directors Lagorio, Rawson and Wait.

On motion of Director Freeman, the Board adjourned.

H. G. WILSON,
Secretary.

REPORT OF LIBRARIAN FOR DECEMBER, 1910.

CIRCULATION OF BOOKS.

The number of books taken from the Library for home use during the month of December, 1910, was 203,500 against 146,778 for the corresponding month of the previous year. The circulation from branches, exclusive of volumes supplied through the Stations Department, was as follows:

Blackstone Branch.....	6,287
Lewis Institute Branch.....	6,477
Burr School Branch.....	4,076
Austin Branch.....	4,738
West Park No. 1 Branch.....	2,529
West Park No. 2 Branch.....	3,431
Lincoln Center Branch.....	4,158
Lawndale Branch.....	3,491
West 26th Street Branch.....	2,997
Hebrew Institute Branch.....	3,366
Mark White Branch.....	2,324
Sherman Park Branch.....	4,017
Cornell Branch.....	3,128
Logan Square Branch (Opened Dec. 5).....	1,111
Other Agencies.....	5,947

The circulation department was open on 26 week days. The daily average week day circulation was 7,827. The circulation from the Open Shelf room was 20,493.

REFERENCE ROOM.

	1910.	1909.
Number of recorded visitors.....	14,456	12,779
Books issued from stacks.....	33,593	33,058

No record was kept of the number of visitors who consulted the books on the open shelves.

THOMAS HUGHES READING ROOM FOR YOUNG PEOPLE.

Mean attendance per hour, 17. Average maximum attendance per hour, 24. Total attendance, 4,103. Books circulated, 1,327.

ROOM FOR ART BOOKS.

Visitors, 2,715. Books consulted, 8,519.

PATENTS AND PUBLIC DOCUMENTS.

	1910.	1909.
Number of visitors.....	2,707	2,601
Volumes consulted.....	12,218	11,912

BOUND NEWSPAPERS AND BOOKS FOR THE BLIND.

Visitors, 387. Bound newspapers consulted, 607. Books for the blind circulated, 186.

READING ROOM.

Periodicals issued at counter, 12,128. No record kept of use of periodicals and newspapers on open stands and racks. Mean attendance per hour, 255. Average maximum attendance per hour, 395.

BRANCH READING ROOMS.

No.	Av. Attendance at close of each hour.	Average Maximum Attendance.	Sunday Av.	Books Circulated Station.	Books Circulated Direct.
No. 1.....	41	52	66	3,997	
No. 2....	11	27	80	70	3,491
No. 3....	25	33	28	1,304	
No. 4....	29	49	190	805	2,997
No. 5.....	27	43	130	904	3,431
No. 6.....	43	63	248	847	6,477
No. 7.....	22	39	188	1,517	
No. 8.....	21	37	44	486	
No. 9.....	22	37	37	1,041	
No. 10.....	17	24	36	676	
No. 11.....	22	39	40	1,361	
No. 12....	27	38	139	1,998	

No. 13.....	14		23		24	9		1,111
No. 14.....	27		38		126	243		2,529
No. 15.....	33		51		62	923		
No. 16. . .	25		40		196	46		4,076
No. 17.....	38		82		34	3,226		3,366
No. 18.....	13		23		83	420		4,738
No. 19.....	12		25		68	625	..	4,158
No. 20.....	23		48		202	84		2,324
No. 21.....	23		46		183	187		4,017
No. 22.....	19		46		219	45		3,128
Blackstone..	15		31		189	455		6,287

DELIVERY STATIONS.

The number of books issued from 100 delivery stations was 92,531, against 93,028 from 86 stations for the same month of the preceding year.

REGISTRATION.

The number of cards issued on new registrations and re-registrations was 5,373. The registration of December, 1909, was 2,803. The number of three-year cards outstanding is 125,695. Number of non-fiction cards issued in December, 1910, was 1,849.

BINDING DEPARTMENT.

Number of books at binderies December 1, 1910.....	4,575
Number of books sent to binderies in December, 1910.....	3,525
Total number of books at binderies in December, 1910.....	8,100
Number of books received from binderies in December, 1910.	3,134
Number of books at binderies December 31, 1910.....	4,966
Number of books repaired in library in December, 1910....	5,413

GROWTH OF THE LIBRARY.

The total number of volumes in the Library December 31, 1910, was 430,578. Received since June 1, 1910, 33,229; since December 1, 1910, 4,882. Books worn out and condemned since June 1, 5,075; since December 1, 660. Books lost and paid for since June 1, 424; since December 1, 61. Books found and money refunded since June 1, 57; since December 1, 10.

HENRY E. LEGLER,

Librarian.

CHICAGO, January 9, 1911.

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

SPECIAL MEETING.

CHICAGO, FRIDAY, JANUARY 27, 1911.

OFFICIAL RECORD.

There were present the President, Director Roulston, in the chair, and Directors Armstrong, Taylor, Stern, Lagorio, Frank and Wait.

Absent—Directors Rawson and Freeman.

The Secretary read the following call:

“Chicago, Jan. 24, 1911.

“*H. G. Wilson, Esq.,*

“*Sec’y Public Library Board.*

“*Dear Sir:*—Please call a special meeting of the Board of Directors of the Chicago Public Library for Friday, the 27th inst., at five o’clock p. m., for the purpose of considering communications, the question of an amendment to the State Revenue Act, affecting the finances of the Library, and such other business as may properly come before the Board.

“Very truly yours,

“*R. J. Roulston, President.*”

COMMUNICATIONS.

Communications were received as follows:

From Dr. H. W. Pierson, Secretary

of the Chicago School of Homeopathic Philosophy, requesting the use of the assembly hall in the Public Library building for Friday evenings during the months of February, March, April and May, 1911, for the purpose of giving lectures to the public on topics pertaining to health and right living.

Director Armstrong moved that the request be not granted and the communication be placed on file.

Carried.

From Clarence A. Beckwith, Secretary of the Faculty of Chicago Theological Seminary, petitioning the Board to locate a branch library building on the West Side.

Referred to the Committee on Branches.

From Chas. J. Gould, attorney, in reference to a judgment against Abraham L. Harris, an employé of the Board.

Referred to the Committee on Administration.

From W. W. Lamb, J. W. Walter, Ida Clelland and Bertha Martin resigning as keepers of delivery stations.

Referred to the Committee on Delivery Stations.

From Mrs. A. C. Batchelder, applying for the position of keeper of delivery station No. 28 South, located at 5902 Wentworth avenue.

Referred to the Committee on Delivery Stations.

The President brought up the question of an amendment to the State Revenue Act affecting the revenue of the Library.

On motion of Director Stern, the Board went into

EXECUTIVE SESSION.

After consideration of the question before the Board, Director Stern presented the following resolutions:

Resolved, That it is the sense of the Board of Directors of the Chicago Public Library that an amendment to the revenue act of the State of Illinois be submitted for presentation to the legislature, now assembled, providing for a minimum tax rate for library purposes, and be it further

Resolved, That draft of a bill herewith presented providing for a minimum rate of five cents on each hundred dollars assessed value be urged upon the legislature for adoption.

Director Stern moved the adoption of the resolutions.

Carried.

The Board then resumed open session, and Director Stern moved that the action of the Board in executive session be approved and made the action of the Board.

Carried.

Yeas—Directors Armstrong, Taylor,

Stern, Lagorio, Frank, Wait and the President—7.

Nays—None.

Director Stern moved that the President appoint a committee of three, of which he shall be ex-officio a member, to present to the Law Department of the City of Chicago, for introduction into the legislature at Springfield, a copy of the bill providing for the amendment to the revenue act.

Carried.

The President appointed the following as members of the Special Committee: Directors Stern, Taylor and Armstrong.

COMMITTEE ON DELIVERY STATIONS.

Director Frank, Chairman, presented the following report, and moved that the recommendations contained therein be adopted.

Carried.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—Your Committee on Delivery Stations begs leave to report on the following matters, which have come to its attention since the last meeting of the Board, and would recommend as follows:

1. That the resignation of the following delivery station keepers be accepted:

W. W. Lamb, 610 N. 48th Avenue—39 West.

J. W. Walter, 4035 W. Madison Street—10 West.

Mrs. Ida Clelland, 3534 63d Street—27 South.

Mrs. Bertha Martin, 5902 Wentworth Avenue—28 South.

2. That the following named persons be appointed to succeed the above mentioned keepers of delivery stations:

A. M. Johnson, 547 N. 48th Avenue—39 West.

Ida L. Devendorf, 4216½ W. Madison Street—10 West

Perry D. Hagerman, 3509 63d Street—27 South.

Mrs. A. C. Batchalder, 5902 Wentworth Avenue—28 South.

3. That the petition of Charles Gravius, 3594 Milwaukee Avenue, be placed on file until such time as this locality can be reached by regular delivery service.

All of which is respectfully submitted,

MORTIMER FRANK,

GEO. B. ARMSTRONG,

Committee on Delivery Stations.
Chicago, Jan. 27, 1911.

COMMITTEE ON BUILDINGS AND
GROUNDS.

Director Lagorio, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Armstrong, Taylor, Stern, Lagorio, Frank, Wait and the President—7.

Nays—None.

Lewis Institute, rent, etc., W. Madison St. branch	\$ 100.00
Ben Ginsberg, rent, etc., Milwaukee Ave. branch	80.00
Albert W. Greene, rent, etc., North Clark St. branch.....	75.00
M. Krska, rent, etc., W. 26th St. branch..	65.00
Ernst Stock, Agt., rent, North Ave. branch	60.00
Morris A. Goldberger & Nathan A. Edenburg, rent, etc., Logan Blvd. branch..	50.00
Chicago, Burlington & Quincy R. R. Co., rent, etc., Lawndale branch	30.00
Wm. A. Giles (F. A. Hill & Co. Agts.), rent, etc., Austin branch	25.00
	<u>\$485.00</u>

On motion of Director Armstrong, the Board adjourned.

H. G. WILSON,

Secretary.

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, FEBRUARY 13, 1911

OFFICIAL RECORD.

No quorum appearing the Board adjourned to meet Tuesday, February 14, 1911, at five o'clock p. m.

H. G. WILSON, *Secretary.*

ADJOURNED REGULAR MEETING.

CHICAGO, TUESDAY, FEBRUARY 14, 1911.

OFFICIAL RECORD.

There were present the President, Director Roulston, in the chair, and Directors Taylor, Stern, Lagorio, Frank, Freeman and Wait.

Absent — Directors Armstrong and Rawson.

MINUTES APPROVED.

On motion of Director Lagorio, the minutes of the regular meeting held January 9 and the special meeting held January 27, 1911, were approved as recorded and printed, without being read.

The President stated that Miss Pease

was present and desired to address the Board.

Permission being granted, Miss Pease spoke concerning the ventilation of the reading and reference rooms and then retired from the room.

COMMUNICATIONS.

Communications were received as follows:

From Mrs. E. C. McDade, Lombard, Ill., requesting the Board to issue her a library card.

Referred to the Committee on Library.

From a Committee of the Mutual Improvement and Advancement Association for the Blind, requesting permission to use the assembly hall for meetings of that association.

Referred to the Committee on Buildings and Grounds.

From John T. Read and Lillian French Read requesting the use of the hall in the Hiram Kelly Branch Library for a musical recital.

Referred to the Committee on Branches.

From Miss L. B. Springer, Sec'y Chicago Chapter of the American Woman's League, requesting the use of assembly hall in the Public Library building on the first and third Monday evenings of each month.

Referred to the Committee on Buildings and Grounds.

From Chas. Simmonds, petitioning the Board to establish a delivery station at his store, 1514 Irving Park Boulevard.

Referred to the Committee on Delivery Stations.

COMMITTEE ON LIBRARY.

Director Stern, Chairman, presented the following report of the Committee and moved that the action of the Committee and the recommendations contained in the report be concurred in.

Carried.

Yeas — Directors Taylor, Stern, Lagorio, Frank, Freeman, Wait and the President—7.

Nays—None.

CHICAGO, February 14, 1911.
To the President and Board of Directors, The Chicago Public Library.
Gentlemen:—Your Committee on Li-

brary have authorized the purchase of books as per the following schedules:

January 27, 1911:

Current American Books—172 vols., \$149.00.

Current English Books—15 vols., \$27.50.

Books indexed in Readers' Guide—36 vols., \$44.00.

Fiction, chiefly for Open Shelves—323 vols., \$325.00.

Extra copies of fiction for stacks—119 vols., \$119.00.

Miscellaneous Books—42 vols., \$170.00.

Total, 707 vols., \$834.50.

Books for Art Room (Ryder Fund)—2 vols., \$71.00.

February 14, 1911:

Current American Books—86 vols., \$87.00.

Swedish Books for deposit collection—459 vols., \$299.00.

Books for deposit collection—281 vols., \$243.00.

Books for Thomas Hughes room—41 vols., \$41.00.

Miscellaneous Books—61 vols., \$77.00.

Total, 928 vols., \$747.00.

Books for Branches (Kelly fund)—835 vols., \$698.00.

Miscellaneous Books (Kelly fund)—102 vols., \$41.00.

Miscellaneous Books (Ryder fund)—9 vols., \$76.50.

We also recommend the payment from the incidental fund of miscellaneous books for a total of \$54.91.

Your Committee recommend that the following charges for books destroyed by fire be remitted: Hannah Bernstein, \$1.50; Marie Reichstein, \$1.50; Harold Tinker, \$1.50; Mrs. Pearl Burtch, \$1.50.

Bids have been secured by your Committee for the printing of the new fiction finding list, the copy for which is now ready to go to press, and for reprinting the lists of History and Biography, Scan-

dinavian Literature, German Supplement, Poetry and Drama, Language and Literature. We recommend that contracts be awarded to the lowest bidder in each case as follows:

Presswork and binding on finding lists, Schulkins & Co., \$202.25.

Linotype composition, presswork and binding lists of books, English prose fiction, Jas. Watson & Co., \$3.21¼ per page.

Respectfully submitted,

JULIUS STERN,

GRAHAM TAYLOR,

MORTIMER FRANK

Committee on Library.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Taylor, Stern, Lagorio, Frank, Freeman, Wait and the President—7.

Nays—None.

A. C. McClurg & Co., books.....	\$3,858.66
Gyldendal Publishing House, books...	101.92
Walter M. Hill, books.....	47.25
Rand, McNally & Co., books.....	25.00
G. E. Stechert & Co., periodicals.....	261.02
Bennett's Newspaper & Magazine Agency, periodicals.....	6.85
John Seybold, binding.....	782.14
Geo. E. Koehler, binding.....	655.91
Max Stockmar & Sons, binding.....	187.04
Gaylord Bros., success binder adhesive cloth and binders.....	10.45
Arabol Mfg. Co., glue.....	4.00
James Watson & Co., printing bulletin No. 1, and minutes of Board.....	250.25
Dwight Bros. Paper Co., paper for monthly bulletin.....	45.00
Pilcher-Hamilton Co., paper for order slips.....	37.50
J. W. Butler Paper Co., scratch blocks.....	6.00
Cameron, Amberg & Co., vouchers, cards, invoice book, etc.....	22.20
Max Stern's Sons, 5,000 renewal memorandum.....	5.75

Library Bureau, buff guide cards....	5.00
Sewell Clapp Mfg. Co., envelopes.....	28.60
Rockwell-Barnes Co., 15 gross lead pencils	43.50
Geo. E. Cole & Co., miscellaneous stationery.....	21.70
H. S. Parrish & Co., rubber bands, pencil date holders, etc.....	10.85
Dennison Mfg. Co., glue, gummed letters and numbers.....	9.31
Hammond Typewriter Co., ribbons, shields, etc.....	8.35
H. G. Wilson, Sec'y, cash expenses, Jan., 1911.....	138.08
	\$6,572.33

He, also, presented bills for art and miscellaneous books, and moved that they be paid as follows:

From Ryder fund income:

Walter M. Hill,.....\$18.00

G. Broes VanDort,..... 9.00

From Kelly fund income:

Clement V. Ritter,..... 30.00

A. C. McClurg & Co.,..... 7.56

The motion prevailed.

COMMITTEE ON ADMINISTRATION.

Director Lagorio, in the absence of the Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Taylor, Stern, Lagorio, Frank, Freeman, Wait and the President—7.

Nays—None.

CHICAGO, February 14, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—The following resignations have been received and their acceptance is recommended with authority to the Librarian to fill the positions through requisitions on the Civil Service Commission:

James P. Casey, page, January 14.

Frank S. Gershenow, page, January 25.

Edward E. Jacobs, page, January 27.
Beverly Cole, page, February 4.
Emily T. Larson, senior assistant,
March 25.

In order to serve the increased demand from the public which has become unusually heavy, and in accordance with the organization recommended for such centers by the Committee on Branches, as approved by the Board, your Committee on Administration recommend that authority be given for the employment of pages or general assistants in the following places: Logan Square; W. 26th St.; Lawndale; Sherman Park; Mark White Square. Such employment was anticipated in the framing of the budget and will therefore not exceed the financial limits embraced therein.

Allowance for absence on account of illness to be deducted from the usual vacation period include the following; Lilyan Morawski, two days in January; Charles A. Larson, two days in December; Margaret Kearney, nine days in January.

Respectfully submitted,

A. LAGORIO,
HORATIO L. WAIT,
Committee on Administration.

COMMITTEE ON DELIVERY STATIONS.

Director Frank, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Taylor, Stern, Lagorio, Frank, Freeman, Wait and the President—7.

Nays—None.

Knox Automobile Co. of Illinois, automobile parts ..	\$ 44.88
Standard Oil Co., gasoline ..	79.00
Valvoline Oil Co., oil ..	14.70
Hartford Rubber Works Co., rubber tires, etc., ..	125.03
D. J. Gallagher Mfg. Co., waste and wipers ..	14.78

McMaster-Carr Supply Co., bench vise, ells, gaskets, etc.	21.58
Samuel Harris & Co., machinists supplies ..	5.98
Wayman and Murphy, repairs for automobiles ..	9.15
	<u>\$315.10</u>

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Lagorio, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Taylor, Stern, Lagorio, Frank, Freeman, Wait and the President—7.

Nays—None.

Lewis Institute, rent, etc., W. Madison St. branch ..	\$ 100.00
Ben Ginsberg, rent, etc., Milwaukee Ave. branch ..	80.00
Albert W. Greene, rent, etc., North Clark St. branch ..	75.00
M. Krska, rent, etc., W. 26th St. branch ..	65.00
Ernst Stock, Agt., rent, North Ave. branch ..	60.00
Morris A. Goldberger & Nathan A. Edenburg, rent, etc., Logan Blvd. branch ..	50.00
Chicago, Burlington & Quincy R. R. Co., rent, Lawndale branch ..	30.00
Wm. A. Giles (F. A. Hill & Co. Agts.), rent, etc., Austin branch ..	25.00
Peoples Gas Light & Coke Co., gas ..	84.74
Peoples Gas Light & Coke Co., arc lamp rental ..	17.20
Chicago Telephone Co., telephone service ..	57.12
A. P. W. Paper Co., toilet supplies ..	50.00
Sanitary Office Towel Co., laundering towels ..	28.45
Haegge Ice Co., ice ..	14.99
Raymond Express Co., delivering mail ..	9.00
W. H. Salisbury & Co., rubber rings, etc. ..	4.56
City Fuel Co., coal ..	1,263.87
Krehbiel Co., coal analysis ..	25.00
Dearborn Drug & Chemical Works, oil ..	54.81
G. Bossenga, removing ashes ..	29.00
Illinois Electric Co., engineering supplies (fuse links, etc.) ..	26.50
Peerless Electric Co., rewinding arc lamp coils ..	21.00

Myers & Moore Co., wire solder, friction tape, etc.....	10.00
Gallaher & Speck, labor, etc., relining brake band and machining governor collar.....	18.70
James S. Kirk & Co., soft soap and soap powder.....	28.99
Carson, Pirie, Scott & Co., cheesecloth and blankets.....	22.51
Morrisson, Plummer & Co., ammonia, glycerine, alcohol, etc.....	8.52
Nichols & Co., acid, putty, etc.....	7.10
Bullard & Gormley Co., miscellaneous hardware supplies.....	11.87
Commonwealth Edison Co., lighting Blackstone Branch Library.....	39.24
E. P. Sandberg Co., fourth payment, general work Kelly Branch.....	9,000.00
L. H. Prentice Co., second payment, steam heating, etc., Kelly Branch.....	1,900.00
L. H. Prentice Co., third payment, steam heating, etc., Kelly Branch.....	395.00
H. G. Wilson, Secretary, cash expenses January, 1911.....	38.02
	<u>\$13,651.19</u>

Director Lagorio, also, recommended, on behalf of the Committee, that an order be given to the Western Slate Company for 2,000 slate tiles, at 14 cents each, to be used in repairing the roof of the Library building and moved that the Secretary be authorized to make the purchase.

Carried.

Yeas—Directors Taylor, Stern, Lagorio, Frank, Freeman, Wait and the President—7.

Nays—None.

He, also, moved that the question of renewing leases for branches be referred to the Committee on Buildings and Grounds with power to act.

Carried.

COMMITTEE ON BY-LAWS.

Director Freeman, Chairman, presented the following report embodying

amendments to the by-laws of the Board, and regulations governing the issuance of books:

CHICAGO, February 14, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Something over a year ago, the by-laws of the Board were revised, but were not printed in pamphlet form in order that the new provisions might be tested fully before embodying them in permanent form. In the meantime, a number of additional amendments have been adopted, and others have been proposed. Your Committee, with a view to the early printing of the by-laws in suitable form, have again gone over the several provisions and, basing their conclusions on the experience of the past year, submit the amendments which are subjoined. Some of these, while minor in character, are required to secure conformity with the state library law.

Amend Art. I so as to read as follows:

"The annual meeting of the Board of Directors of the Chicago Public Library for the election of a president and a vice-president shall be held as soon as is practicable after the first day of July, and after the new Directors shall have been appointed and have qualified."

Amend the first paragraph of Art. II so as to read as follows:

"Regular meetings shall be held on the second and fourth Mondays of each month, at five o'clock p. m., unless otherwise ordered, and at all meetings five directors shall constitute a quorum of the Board. The order of business at regular meetings shall be as follows:"

Amend the final sentence of paragraph 1, Art. VIII, so as to read as follows:

"All moneys, securities and other evidences of value received from bequests or donations, and all moneys, securities and other evidences of values derived from the investment of such funds shall be deposited in a bank, or banks, to be desig-

nated by the Library Board in the name of the Chicago Public Library."

Amend the first sentence of the fourth paragraph, Art. VIII, so as to read as follows: "He shall make to the Board quarterly, at the regular meeting, a statement of all moneys received and disbursed by him in the preceding three months, and once each quarter he shall also report the condition of the Library fund, appending thereto a certificate as to the correctness of all his books of account for said quarter."

Amend Articles X, XI, XII, XIII, XIV, XV, by eliminating the following sentence from each of said Articles: "It shall make a summary report annually to the Board of Directors at the regular meeting in May."

Amend Art. V by adding thereto a new paragraph to read as follows: "Committees shall furnish to the President at his request such data as he may require for his annual report."

Amend Art. XXV by striking out the wording as it appears therein and inserting in lieu thereof the following: "When a book shall have been detained beyond the prescribed time, such fines shall be charged borrowers as the Board may determine by schedule, upon recommendation of the Committee on Library."

Amend the second paragraph of Art. XXI, so that the same shall read as follows: "All persons who have been employed in the Library for a period of not less than six months preceding May 1 shall be entitled to vacations with pay at the rate of eighteen working days for the full year, provided that absence on account of illness for a maximum period of nine days during any part of the year preceding the vacation period shall be deducted from the time allowed for vacations, and for all absence in excess of nine days, full pay shall be deducted unless otherwise ordered by the Board."

"Saturday half holidays, or equivalent time off, shall be allowed from May 1st to October 1st, and during the remainder

of the year one-half day off every month shall be allowed in such departments as the Librarian may designate, to include as to both periods, employes who have not been tardy to exceed once during any week of the period for which the half holiday is allowed."

Supplementing the by-laws, and based upon the provisions contained therein, your Committee further recommend the adoption of the following regulations governing the issuance of books for home use:

"Books may be retained two weeks, and may be once renewed for the same period. No book shall be re-issued to the same person until it has been on the shelf twenty-four hours."

"Books of recent purchase, labeled 'Seven-day book,' shall not be renewed or transferred."

"Books drawn upon vacation cards, or other special privilege cards, may be retained for such periods as, in the judgment of the Librarian, shall best carry out the purpose for which special cards are issued, without impairing the rights and privileges of library users not holding special cards."

For detention of books beyond the period prescribed by the Board, or the Librarian, fines shall be charged as follows:

"Except as hereinafter provided for books drawn on juvenile and on vacation cards, for any work whether bound in one or more volumes, three cents per day, plus postage expended in sending notice or notices to the borrower and the guarantor."

"For books drawn on juvenile cards, one cent per day, during such period of detention, plus postage expended in sending notices to the borrowers and the guarantors."

"For books drawn on vacation cards, one cent per day for each volume overdue, plus postage expended in sending notice or notices to the borrower and the guarantor."

"When a book shall have been detained beyond the prescribed time, and it be-

comes necessary to send a messenger to the borrower to secure its return, an additional fine of twenty-five cents shall be charged. The maximum fine which may be charged, inclusive of postage and exclusive of messenger fee, shall not exceed sixty cents."

Respectfully submitted,

HENRY V. FREEMAN,

A. LAGORIO.

Committee on By-laws.

The report was received and the amendments to the by-laws were laid over until the next regular meeting of the Board.

Director Freeman moved that the regulations governing the issuance of books for home use be adopted by the Board as reported by the Committee.

Carried.

SPECIAL COMMITTEES.

In the absence of Director Armstrong, Chairman of the Special Committee on Library Handbook, the Librarian presented a bill from Peterson & Kimball Company, in the amount of \$227.00, for printing and binding 5,000 copies of the Library Handbook.

Director Lagorio moved that the bill be ordered paid.

Carried.

Yeas—Directors Taylor, Stern, Lagorio, Frank, Freeman, Wait and the President—7.

Nays—None.

The President, ex-officio member of the Special Committee on State Legislation, reported progress.

Director Freeman moved that the Committee be continued and given power to act on such matters as may arise pending the action of the legislature on the proposed amendment to the Revenue Act.

Carried.

REPORTS OF OFFICERS.

The Librarian presented a request from Mr. Thos. Dent for the privileges of the Library.

Director Freeman moved, on the recommendation of the Librarian, that a card be issued to Mr. Dent, and that the customary requirement of a guarantor be waived.

Carried.

The Librarian also presented a communication from the Chicago Library Club requesting permission to use the Directors' room for a meeting of the club Thursday evening, Feb. 16, 1911.

On motion, permission was granted.

He, also, presented a communication from Rev. A. S. C. Clarke, Evanston, Ill., requesting the renewal of library privileges extended to him during the past three years.

Referred to the Committee on Library.

He, also, presented a communication from Thos. Davis, oiler, requesting compensation for time lost, owing to an injury received while on duty.

Referred to the Committee on Administration.

Also, a communication from A. L. Harris, elevator operator, which was referred to the Committee on Administration.

He, also, presented his report for the month of January, 1911, which was received and ordered published.

On motion of Director Stern, the Board adjourned.

H. G. WILSON,

Secretary.

REPORT OF LIBRARIAN FOR JANUARY, 1911.

CIRCULATION OF BOOKS.

The number of books taken from the Library for home use during the month of January, 1911, was 218,180 against 152,732 for the corresponding month of the previous year. The circulation from branches, exclusive of volumes supplied through the Stations Department, was as follows:

Blackstone Branch.....	6,969
Lewis Institute Branch.....	7,172
Burr School Branch.....	4,335
Austin Branch.....	5,287
West Park No. 1 Branch.....	3,165
West Park No. 2 Branch.....	3,602
Lincoln Center Branch.....	4,459
Lawndale Branch.....	3,876
West 26th Street Branch.....	3,715
Hebrew Institute Branch.....	4,213
Mark White Branch.....	2,531
Sherman Park Branch.....	3,683
Cornell Branch.....	3,040
Logan Square Branch.....	2,782
Other Agencies.....	6,660

The circulation department was open on 25 week days. The daily average week day circulation was 8,727. The circulation from the Open Shelf room was 22,218.

REFERENCE ROOM.

	1911.	1910.
Number of recorded visitors.....	14,955	14,337
Books issued from stacks.....	35,704	37,139

No record was kept of the number of visitors who consulted the books on the open shelves.

THOMAS HUGHES READING ROOM FOR YOUNG PEOPLE.

Mean attendance per hour, 20. Average maximum attendance per hour, 30. Total attendance, 4,323. Books circulated, 1,442.

ROOM FOR ART BOOKS.

Visitors, 3,222. Books consulted, 10,270.

PATENTS AND PUBLIC DOCUMENTS.

	1911.	1910.
Number of visitors.....	2,774	2,712
Volumes consulted.....	12,481	12,285

BOUND NEWSPAPERS AND BOOKS FOR THE BLIND.

Visitors, 453. Bound newspapers consulted, 729. Books for the blind circulated, 201.

READING ROOM.

Periodicals issued at counter, 13,643. No record kept of use of periodicals and newspapers on open stands and racks. Mean attendance per hour, 265. Average maximum attendance per hour, 423.

BRANCH READING ROOMS.

	Av. Attendance at close of each hour.	Average Maximum Attendance.	Sunday Av.	Books Circulated Station.	Books Circulated Direct.
No. 1	41	60	55	4,391	
No. 2	15	31	69	125	 3,876
No. 3	27	37	28	1,422	
No. 4	28	45	195	743	 3,715
No. 5	28	49	34	1,096	 3,602
No. 6	49	73	265	1,129	 7,172
No. 7	24	45	211	1,619	
No. 8	23	46	51	478	
No. 9	21	36	29	1,024	
No. 10	18	26	41	723	
No. 11	23	41	201	1,350	
No. 12	32	43	143	2,076	
No. 13	15	30	25	85	 2,782
No. 14	29	41	132	276	 3,165
No. 15	32	46	65	920	
No. 16	27	38	181	100	 4,335
No. 17	35	75	109	3,446	 4,213
No. 18	16	73	90	406	 5,287
No. 19	12	25	63	644	 4,459
No. 20	23	49	192	118	 2,531
No. 21	19	41	133	501	 3,683
No. 22	18	42	172	134	 3,040
Blackstone . . .	17	33	153	473	 6,969

DELIVERY STATIONS.

The number of books issued from 100 delivery stations was 96,754, against 93,241 from 85 stations for the same month of the preceding year.

REGISTRATION.

The number of cards issued on new registrations and re-registrations was 6,073. The registration of January, 1910, was 5,085. The number of three-year cards outstanding is 126,823. Number of non-fiction cards issued in January, 1911, was 2,407.

BINDING DEPARTMENT.

Number of books at binderies January 1, 1911.....	4,966
Number of books sent to binderies in January, 1911.....	3,979
Total number of books at binderies in January, 1911.....	8,945
Number of books received from binderies in January, 1911.	3,682
Number of books at binderies January 31, 1911.....	5,263
Number of books repaired in library in January, 1911....	3,450

GROWTH OF THE LIBRARY.

The total number of volumes in the Library January 31, 1911, was 433,872. Received since June 1, 1910, 37,228; since January 1, 1911, 3,999. Books worn out and condemned since June 1, 5,711; since January 1, 636. Books lost and paid for since June 1, 511; since January 1, 87. Books found and money refunded since June 1, 75; since January 1, 18.

CHICAGO, February 14, 1911.

HENRY E. LEGLER,
Librarian.

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, MARCH 13, 1911

OFFICIAL RECORD.

There were present the President, Director Roulston, in the chair, and Directors Stern, Lagorio, Rawson, Frank and Wait.

Absent—Directors Armstrong, Taylor and Freeman.

MINUTES APPROVED.

On motion of Director Lagorio, the minutes of the regular meeting of February 13, 1911, and of the adjourned regular meeting held February 14, 1911, were approved as recorded and printed, without being read.

COMMUNICATIONS.

Communications were received as follows:

From Ralph W. Pringle, Principal of Lyons Township High School, asking that arrangements be made to allow the teachers of the LaGrange High School the privileges of the Library.

Referred to the Committee on Library.

The following resignations from keepers of delivery stations:

L. J. Hayward, 1011 W. Harrison street, 9 West.

Mrs. E. Carlson, 636 N. Lawndale avenue, 22 West.

Mrs. M. King, 3805 S. Washtenaw avenue, 33 South.

J. B. Curry, 1133 Wilson avenue, 13 North.

From R. H. Rennie, requesting the Board to re-establish a delivery station in the community known as Gresham.

From Mrs. Louis Gunther, 739 N. Avers avenue, enclosing a petition, signed by citizens in that vicinity, requesting the removal of delivery station No. 22 West to her store.

From Carrie Lamm, requesting to be appointed keeper of delivery station No. 22 West.

From Louis E. Zapp, 3456 N. Hoyne avenue, requesting the Board to establish a delivery station at his store.

From Edison Park Improvement Association, enclosing a petition, signed by citizens of Edison Park, requesting the Board to establish a delivery station at the store of Fred P. Boyden, Edison Park.

From Jas. J. Koder, enclosing a petition, signed by citizens in the vicinity of 1155 Webster avenue, requesting the Board to establish a delivery station at that number.

The above communications were referred to the Committee on Delivery Stations.

From Dr. Annie Hungerford White, requesting the use of assembly hall for Friday evening, 24th inst., for a public lecture to be given by Dr. E. Stillman Bailey.

Director Stern moved that the request be granted.

Carried.

From W. Gardner Thrall, enclosing a request from the School of Expression, Boston, Mass., asking permission to use assembly hall for a course of lectures, three evenings a week, during the month of August next.

Referred to the Committee on Buildings and Grounds.

From O. Monnett, Sec'y and Treas., Institute of Operating Engineers, requesting the use of assembly hall one evening a month for meetings of the Chicago Section of the above society.

Referred to the Committee on Buildings and Grounds.

COMMITTEE ON LIBRARY.

Director Stern, Chairman, presented the following report of the Committee

and moved that the recommendations be concurred in.

Carried.

Yeas—Directors Stern, Lagorio, Rawson, Frank, Wait and the President—6.

Nays—None.

CHICAGO, March 13, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Library have authorized the purchase of books as per the following schedules:

February 25, 1911:

Current American books—101 vols.—\$95.00.

Deposit books for Story Hour Use—261 vols.—\$188.00.

Books to be purchased from Ryder Fund—6 vols.—\$116.64.

Total: 368 vols.—\$399.64.

March 13, 1911:

Current American books—151 vols.—\$116.00.

Current English books—44 vols.—\$110.00.

Extra copies of non-fiction for Open Shelves—105 vols.—\$84.00.

Total: 300 vols.—\$310.00.

Juvenile books for Kelly branch (Kelly Fund)—1304 vols.—\$1,000.00.

Periodical subscriptions:

Graphic Arts.....\$2.50

The Drama.....1.00

The International.....1.00

It is hereby recommended that reader's cards be issued the following applicants in accordance with letters submitted to the Board:

Rev. A. S. Clark, Evanston.

Mrs. E. C. McDade, Lombard.

A petition has been received from Max Kassell, 556 Bunker St., asking for remission of charges for books lost in a fire at the home of the petitioner. The facts in the case have been verified, and your Committee recommend that the petition

be granted. The books destroyed are the following:

Freaks of Fortune, by Oliver Optic.

Watch and Wait, by Oliver Optic.

Revolutionary Stories retold from St. Nicholas.

The deposit of the Library for cards issued from time to time by the Library of Congress having been exhausted, it is hereby recommended that the sum of \$300 be appropriated for the purpose, and that the remittance of such sum be made in accordance with the usual practice.

By arrangement with volunteers whose services have been made available by the kindness of Mrs. Gudrun Thorne-Thomson, without expense to the Board, many of the numerous demands for story-tellers in connection with branches of the Chicago Public Library, have been satisfactorily met. The cost of carfare has been assumed by the Story-Hour Extension Committee of the Collegiate Alumnae, and the group of story-tellers has been organized to serve at the following branches once a week: Sherman Park, Hebrew Institute, West Park No. 2, Bessemer Park, Cornell Square, Austin Branch and Burr School Branch.

Respectfully submitted,

JULIUS STERN,

MORTIMER FRANK,

Committee on Library.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Rawson, Frank, Wait and the President—6.

Nays—None.

A. C. McClurg & Co., books.....	\$1,428.72
Otto Harrassowitz, books, Marks 1794.55 (est.).....	430.69
Em. Terquem, books, Francs 674.25 (est.).....	134.85
The Moon Society, books £8 14/1 (est.).....	42.34
Walter M. Hill, books.....	152.02

A. Kroch & Co., books	112.93
Chivers Book Binding Co., inc., books.....	86.25
Gurewitch & Ravitch, books.....	75.91
H. R. Hunting Co., books.....	45.25
International Textbook Co., books.....	40.00
American Jewish Historical Society, books.....	26.40
Thos. P. Nichols & Sons, books	9.00
Matthew Bell & Co., binding £14 3/6 (est.).....	69.02
Geo. E. Koehler, binding.....	613.42
John Seybold, binding.....	402.99
Max Stockmar & Sons, binding.....	192.80
Kirk's Ink Co., paste.....	9.60
Dwight Bros. Paper Co., paper.....	35.18
Swigart Paper Co., paper.....	53.30
Bradner Smith & Co., paper	4.66
James Watson & Co., printing bulletin and minutes	97.27
Max Stern's Sons, printing order slips and report cards	57.00
Cameron, Amberg & Co., record books and binders' order books.....	40.00
H. S. Parrish & Co., ink pads, dates, rubber stamps, etc.....	9.95
W. D. Messinger & Co., twine	5.80
Geo. E. Cole & Co, miscellaneous stationery	17.09
Library Bureau, cards	19.50
H. G. Wilson, Secretary, cash expenses February, 1911.....	146.67
	<u>\$4,358.61</u>

Director Stern, also, presented the following schedule of bills to be paid from the Hiram Kelly and Ryder fund income accounts, and moved that the warrants be so drawn.

Carried.

Yeas—Directors Stern, Lagorio, Rawson, Frank, Wait and the President—6.

Nays—None.

BOOKS ORDERED BY BOARD TO BE
PAID FROM HIRAM KELLY
FUND INCOME.

A. C. McClurg & Co. \$259.21	
" " " 218.00	
" " " 11.34	
Clement V. Ritter.....	30.00
G. W. Barker	30.00
O. G. Waffle	12.00

Chas. E. Merrill Co...	6.72
The Little Chronicle Co.	6.30
	\$573.57

BOOKS ORDERED BY BOARD TO BE
PAID FROM RYDER FUND
INCOME.

G. Broes Van Dort Co..	\$112.50
A. Kroch & Co.....	78.15
Richter Bros.....	19.00
Erick H. Hart	4.14
	\$213.79

He, also, presented a list of bills for miscellaneous books, continuations and subscriptions, amounting to \$42.13, and moved that they be paid from the incidental fund.

Carried.

COMMITTEE ON ADMINISTRATION.

Director Rawson, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

CHICAGO, March 13, 1911.
*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—The following resignations have been received and their acceptance is recommended with authority to the Librarian to fill the positions through requisitions on the Civil Service Commission:

Marie G. Patrick, junior assistant,
February 28.

Walter R. Youngberg, page, March 6.

At the last meeting of the Board the resignation of Mrs. Emily T. Larson, senior assistant, employed in the catalogue department, was transmitted to the Board. To tide over a period of especial pressure in this department, resulting from the opening of the Kelly Branch and the replenishing of books for other departments of the Library, Mrs. Larson has signified her willingness to continue

in her position until fall. We, therefore, recommend that the action taken in the acceptance of her resignation be rescinded and that such resignation be returned to Mrs. Larson.

Your Committee recommend that the leave of absence granted to John A. Young, reading room custodian, be extended until July 1 without pay for such period.

Allowance for absence to be deducted from the usual vacation period has been made in the cases of the following employés:

Frederick Ferguson, elevator operator,
two and one-half days in March.

George A. Wiborg, auto operator,
nine days in February.

Nellie L. Kennedy, junior assistant,
four days in February and March.

A petition has been received from Miss Esther Hunt, junior assistant in the Lincoln Center Branch, for a six months' leave of absence owing to illness in the family. It does not seem advisable to your Committee to grant leave of absence for such extended period for the reason given, and we, therefore, recommend that the request be denied. Your Committee have also received a petition from Clarence W. Neely, page in the stations department, for reimbursement of salary lost on account of absence due to illness. We recommend that the petition be ordered placed on file. Also a petition from Thomas Davis, for reimbursement of salary lost, be placed on file.

Respectfully submitted,

F. H. RAWSON,

A. LAGORIO,

HORATIO L. WAIT,

Committee on Administration.

He, also, presented the list of vacancies and appointments for January and February, 1911, which was received and ordered published.

Sam Altshuler, page, appointed temp. February 15, \$300 per year.

Benjamin Bernstein, page, appointed temp. February 10, \$1.00 per day.

Phillip Canterbury, page, appointed temp. February 7, \$300 per year.

James P. Casey, page, resigned January 14.

Morton Cohen, page, appointed temp. February 20, \$300 per year.

Beverly Cole, page, resigned February 4.

Harold F. Corbit, page, appointed temp. January 9, \$300 per year; separated January 25.

John P. Cunningham, carpenter, appointed temp. January 23, \$4.80 per day.

Melvin C. Dahl, page, appointed temp. January 6, \$300 per year.

Lydia A. Dexter, separated as junior assistant—branch librarian, January 19; appointed temp. as junior assistant—assistant cataloguer, January 20, \$600 per year.

William Dick, page, appointed temp. January 12, \$300 per year; separated January 22.

Nathan Dolnitzky, page, appointed February 1, \$300 per year.

Anthony C. Formosa, page, appointed temp. February 2, \$300 per year; Civil Service, February 4.

Franklin Frodin, page, appointed temp. January 26, \$300 per year.

Ruth K. Gardiner, junior assistant, resigned January 1.

Frank S. Gershenow, page, resigned January 25.

Francis J. Gerty, page, appointed January 30, \$300 per year.

Mrs. Sarah Goodpasture, janitress for service at branch library, appointed temp. February 26, \$15 per month.

Herman R. Gorelick, page, appointed temp. February 2, \$300 per year; Civil Service, February 16.

Albert Haake, page, appointed temp. January 23, \$300 per year.

Harry E. Hackett, junior assistant, resigned January 5.

Samuel Horn, page, separated February 3.

Edward E. Jacobs, page, resigned January 26.

John A. Johnson, janitor, transferred to another City Department January 31.

William J. Kuhn, page, separated February 18.

Emma Levin, separated as janitor assistant February 3; appointed as junior assistant—branch librarian, February 4, \$660 per year.

Isadore Levinson, page, separated January 11.

Charles E. Lhotka, page, appointed January 6, \$300 per year.

Louis F. Maendler, page, appointed temp. January 6, \$300 per year; separated January 25.

McKinley C. Major, page, appointed January 3, \$300 per year; separated February 11.

Peter Murphy, janitor, appointed temp. February 8, \$720 per year; Civil Service, February 17.

Walter Narkiewicz, page, appointed temp. January 26, \$300 per year.

Steve Navrocki, janitor, separated February 25.

John O'Keefe, page, separated January 14.

Annie O'Meara, janitress, appointed temp. February 15, \$600 per year; separated February 25.

Harry H. Pence, page, separated February 25.

Frank Prochaska, Jr., page, appointed January 3, \$300 per year; separated January 4.

Marco Rosenfeldt, page, appointed February 6, \$300 per year.

George W. N. Saether, page, appointed February 8, \$300 per year.

Walter Schmidt, page, separated January 5.

Jacob Shapiro, page, appointed January 3, \$300 per year.

Maurice Stahl, page, appointed temp. January 18, \$300 per year.

Joseph Svoboda, janitor, separated January 5.

William Vytlačil, janitor for service at

branch library, appointed temp. January 6, \$12 per month.

Frank Ward, page, appointed temp. January 26, \$300 per year; separated February 7.

Mack E. Ward, page, separated February 1.

Jessie Wells, junior assistant—assistant branch librarian, appointed temp. February 1; Civil Service February 8, \$600 per year.

Director Rawson, for the Committee, reported the matter of complaints made against Abraham L. Harris and recommended as follows:

That the said Abraham L. Harris be reported to the Civil Service Commission for dismissal from the service and that charges be filed with the Commission comprising the following specifications:

1. Disrespectful attitude and conduct toward the public.

2. Wilful failure and refusal to pay a just debt due and owing by him after a reasonable opportunity and with ability to pay the same, though he has been frequently requested so to do, to the prejudice and damage of the service of the City of Chicago.

The Committee further recommends that the Librarian be instructed to suspend the said Abraham L. Harris for a period of thirty days.

Director Rawson moved that the recommendations of the Committee be concurred in.

Carried.

COMMITTEE ON DELIVERY STATIONS.

Director Frank, Chairman, presented the following report of the Committee and moved that the recommendations contained therein be concurred in.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Delivery Stations begs leave to report on the following matters in its hands, and would recommend as follows:

1. That the resignations of the following named keepers of delivery stations be accepted:

L. J. Hayward, 1011 W. Harrison street—9 West.

J. B. Curry, 1133 Wilson avenue—13 North.

Mrs. E. Carlson, 636 N. Lawndale avenue—22 West.

Mrs. M. King, 3805 S. Washtenaw avenue—33 South.

2. That the following named persons be appointed to succeed the above mentioned keepers of delivery stations at the locations designated:

Arthur Byrne, 1151 W. Van Buren street—9 West.

J. W. Comstock, 4415 Evanston avenue—13 North.

Mrs. L. Gunther, 739 N. Avers avenue—22 West.

3. That delivery station No. 33 South, McKinley Park, be discontinued for the present; no suitable place can be found, and the cost of express service for the small number of books circulated (less than 250 per month) is quite excessive.

4. That the communication of Carrie Lamm, asking to be appointed keeper of delivery station No. 22 West, be placed on file.

5. That the petition of Chas. Simmonds for a delivery station at his store, 1514 Irving Park boulevard, opposite the Lake View High School, be granted, and that the station be opened on the usual sixty days' trial without pay.

Respectfully submitted,

MORTIMER FRANK,

Committee on Delivery Stations.

CHICAGO, Mar. 13, 1911.

He, also, presented the following schedule of bills, regularly audited and ap-

proved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Rawson, Frank, Wait and the President—6.

Nays—None.

Knox Automobile Co., of Illinois, automobile parts	\$ 56.65
Standard Oil Co., gasoline	72.00
Valvoline Oil Co., oil	28.65
United States Tire Co., rubber tires, etc.	186.16
J. C. Ristenbatt, patterns, etc., for automobile parts	25.00
D. J. Gallagher Mfg. Co., waste	12.28
American Battery Co., repairs to storage batteries	10.50
Frank Seely, delivery station signs, etc.	21.50
C. A. Taylor Trunk Works, delivery station trunk keys	7.20
	\$419.94

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Lagorio, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Rawson, Frank, Wait and the President—6.

Nays—None.

Lewis Institute, rent, etc., W. Madison St. branch	\$ 100.00
Ben Ginsberg, rent, etc., Milwaukee Ave. branch	30.00
Albert W. Greene, rent, etc., North Clark St. branch	75.00
M. Krska, rent, etc., W. 26th St. branch ..	65.00
Ernst Stock, Agt., rent, North Ave. branch	60.00
Morris A. Goldberger & Nathan A. Edenburg, rent, etc., Logan Blvd. branch ..	50.00
Chicago, Burlington & Quincy R. R. Co., rent, Lawndale branch	30.00
Wm. A. Giles (F. A. Hill & Co. Agts.), rent, etc., Austin branch	25.00
Peoples Gas Light & Coke Co., gas	65.26

Peoples Gas Light & Coke Co., arc lamp rental	17.20
City Fuel Co., coal	1,048.84
Krehbiel Co., coal analysis	25.00
Chicago Telephone Co., telephone service	57.39
Sanitary Office Towel Co., laundering towels	25.79
Haegle Ice Co., ice	11.50
Raymond Express Co., delivering mail ..	9.00
City Collector, City of Chicago, street car books	7.95
Sprague, Warner & Co., soap	6.75
John Moloney, repairs to mason work in boiler room	30.95
G. Bossenga, removing ashes	24.00
McMaster-Carr Supply Co., engineering supplies	11.79
Crane Co., engineering supplies	7.86
John Lucas & Co., raw linseed oil	5.25
Bartell Bros., oil	4.50
Hills-McCanna Co., labor and material for brass plugs	4.18
Otis Elevator Co., couplings	27.00
James S. Kirk & Co., soft soap	19.20
William Dilley, brooms and dusters	66.05
The Shavings & Sawdust Co., sawdust ..	8.00
Tyler & Hippach, plate glass light	91.75
Commonwealth Edison Co., lighting Blackstone Branch	37.94
Kohler Bros., 1st payment, electric wiring, Kelly Branch	500.00
Frost & Granger, 2d payment, professional services, Kelly Branch	800.00
H. G. Wilson, Sec'y, cash expenses, Feb., 1911	57.28
	\$3,455.43

COMMITTEE ON BY-LAWS.

The President called up the report of the Committee on By-Laws on the proposed amendments to the by-laws laid over from the last regular meeting.

Director Stern presented the following substitutes in the proposed amendments:

1st. In the first clause of the proposed amendment to the second paragraph of Article XXI, in the ninth line thereof after the word "period" strike out the word "shall"; and in place thereof insert the word "may".

2d. Substitute for the second clause of the proposed amendment to the second paragraph of Article XXI the following, viz., Saturday half-holidays or equivalent time off shall be allowed from May 1st to October 1st, and during the remainder of the year one-half day in every month shall be allowed in such departments as may be designated by the Librarian to include as to both periods such employes only who have not more than once during any week of the period during which said holiday is allowed been chargeable with tardiness unexcused by the Librarian for cause by him found sufficient.

The substitutes were agreed to.

Director Stern moved that the proposed amendments as amended by the substitutes be adopted.

Carried.

Yeas—Directors Stern, Lagorio, Rawson, Frank, Wait and the President.—6.

Nays—None.

The by-laws of the Board as amended and now in force are as follows:

BY-LAWS

OF

THE CHICAGO PUBLIC LIBRARY.

ARTICLE I. The annual meeting of the Board of Directors of the Chicago Public Library for the election of a president and a vice-president shall be held as soon as is practicable after the first day of July, and after the new Directors shall have been appointed and have qualified.

ART. II. Regular meetings shall be held on the second and fourth Mondays of each month, at 5 o'clock p. m., unless otherwise ordered, and at all meetings five Directors shall constitute a quorum of the Board. The order of business at regular meetings shall be as follows:

1. Consideration of the records of previous meeting.
2. Communications.

3. Unfinished Business.
4. Reports from Standing Committees.
5. Reports from Special Committees.
6. Reports of Officers.
7. New Business.

ART. III. Special meetings may be called by the Secretary, upon the written request of the President or of any two Directors, stating the object of the meeting, and a notice thereof of not less than two days shall be given to each Director, in which shall be stated the object of the meeting. No business shall be transacted at such meeting except such as is stated in the notice.

ART. IV. The officers of the Board of Directors shall consist of a President, a Vice-President and a Secretary. The President and Vice-President shall hold their offices respectively until the next annual election, and until their successors shall have been elected and qualified.

ART. V. There shall be seven Standing Committees, to be appointed by the President, namely: A Committee on Library; on Administration; on Branches; on Delivery Stations; on Buildings and Grounds; on Finance; and on By-Laws; each of said Committees to consist of three Directors; provided, that the President may add one or more members to any Committee to serve temporarily in place of any committee member unable to act on account of sickness, absence or other cause. Special Committees may be appointed from time to time when ordered by the Board.

Committees shall furnish to the President, at his request, such data as he may require for his annual report.

ART. VI. The President shall be ex-officio a member of each of the Committees, without power to vote. It shall be his duty to preside at all meetings of the Board; to sign all vouchers certified to be correct by the Secretary and approved by the Board, upon which warrants shall be drawn on the City Treasury on account of

the Library Fund; to appoint the Standing Committees for the year; to prepare, for the consideration of the Board, the annual report of the Board of Directors, required by the seventh section of the "Free Public Library" Act.

ART. VII. In the absence or inability of the President, all the duties of that office shall devolve upon the Vice-President.

ART. VIII. It shall be the duty of the Secretary to keep a neat, exact and permanent record of the proceedings of the Board of Directors, and have copies thereof printed for the use and information of the members of the Board and of the officers of the Library. He shall, also, keep a record, when required to do so, of the transactions of the Committees of the Board, and send notices of all meetings of the Board to the Directors, and of the Committees to the members thereof. The Secretary shall, also, under the supervision of the Committee on Finance, be the financial officer of the Library, and keep its accounts and receive and safely deposit and account for all moneys which may come into his custody from bequests, legacies, donations, fines, security deposits, sale of finding lists, books lost and paid for, and all other moneys which, under the rules and practice of the Library, may be placed in his custody as Secretary. All moneys, securities, and other evidences of values received from bequests or donations, and all moneys, securities and other evidences of values derived from the investment of such funds shall be deposited in a bank, or banks, to be designated by the Library Board, in the name of "The Chicago Public Library."

The investment of bequeathed or donated funds shall be made by the Committee on Finance, subject, however, to the approval of the Board in the case of each investment.

All warrants against funds deposited to the credit of The Chicago Public Li-

brary received from bequests or donations, or against interest thereon or revenue therefrom, shall be drawn by the Secretary of the Public Library Board, and shall be countersigned, after being drawn, by the hand of the President of the Public Library Board. But such warrants shall first be ordered paid in the usual course by the Library Board. No warrant for a greater sum than five thousand (\$5,000) dollars shall be drawn unless it shall, in addition to the signatures of the Secretary and President, be also countersigned by the Chairman of the Committee on Finance of the Board, and no warrant for a sum greater than five thousand (\$5,000) dollars shall be presented for payment without being accompanied by a certified copy of a resolution of the Public Library Board ordering its payment.

He shall make to the Board quarterly, at a regular meeting, a statement of all moneys received and disbursed by him in the preceding three months, and once each quarter he shall also report the condition of the Library Fund, appending thereto a certificate as to the correctness of all his books of account for said quarter. And he shall perform such other duties as the Board may direct, and give such security for the faithful performance of his duties as the Board may order.

ART. IX. A Librarian and First Assistant Librarian shall be secured by the Board according to law. The Librarian shall, under the control of the Board of Directors, have charge of the rooms and working force of the Library, and shall be responsible for the care and safety of the books and other public property contained therein, and for the preservation of order in the rooms. He shall prepare, for the approval of the Committee on Library, lists of books to be purchased; and shall have executive superintendence of all matters under the supervision of the several Standing Committees. He shall report to the Committee on Library, monthly, upon

circulation of the books for the preceding month, and shall also make an annual report to the Board of Directors at the regular meeting in June.

The First Assistant Librarian shall have charge of such administrative and other duties as the Librarian may designate from time to time. In the absence of the Librarian he shall attend to such details of administration as apply to the routine of the Library.

ART. X. The Committee on Library shall have control and supervision of all matters relating to the selection, purchase, exchange and binding of books and periodicals; the sale and exchange of duplicates, and of old magazines and papers not kept for filing and binding; the arrangement for the circulation of books and periodicals, and the needful examination of the Library; the arrangement, printing, sale and disposition of catalogues and finding lists; the statistics of circulation; and all matters relating to the stamps, plates, labels and printed forms in use in the Library. It shall be the duty of the Committee to examine as often as practicable the books in the Library, and to exclude from circulation, and, if deemed expedient, from the Library also, any and all books prejudicial to good morals, if any such shall be found in the Library. No purchase of books or periodicals exceeding a total cost of one hundred dollars shall be made except by authority of the Board.

ART. XI. The Committee on Administration shall have supervision of matters relating to the appointment, control, remuneration and hours of service of the employés of the Library.

ART. XII. The Committee on Branches shall have supervision of the location, equipment and management of the Branches and Branch Reading Rooms, and also the supervision of all lectures, story-hours and other accessory educational agencies at the Branches held under the auspices of the Board of Directors.

ART. XIII. The Committee on Delivery Stations shall have supervision and care of the Delivery Stations established by the Board and of all matters pertaining thereto.

ART. XIV. The Committee on Buildings and Grounds shall have supervision of the maintenance, alteration, repair, furnishing, heating and lighting of the Library, Branch Library Buildings, and the Branch Reading Rooms, including the leasing of said rooms, and of insurance.

ART. XV. The Committee on Finance shall have supervision of the accounts, the revenues arising from the Library Fund and from other sources, and the care, custody and investment of all moneys received by the Library through bequests, legacies or donations.

ART. XVI. The Committee on By-Laws shall consider and report upon all propositions for the amendment, repeal, and revision of any of the By-Laws of the Library, and upon all legal questions arising in the Board.

ART. XVII. At any meeting the ayes and noes shall be called upon any question before the Board, at the request of one Director.

ART. XVIII. All proposed expenditures of money, except current and incidental expenses, shall, unless otherwise ordered by the Board, be referred to or reported upon by the proper Committee, and no appropriation shall be made, or indebtedness incurred, to an amount exceeding one hundred dollars, without the concurring votes of a majority of the Directors.

ART. XIX. Under the Civil Service Act, in effect August 26, 1895, all applicants for positions of any kind in the Library are required to pass a Civil Service examination. No application, therefore, will be considered by the Board of Directors until after the applicant has passed such examination, and then only

in the order in which his or her name appears on the "Register of Eligibles."

ART. XX. The salaries of the employés shall be fixed in accordance with a classification of service and schedule adopted by the Board, and promotions may be made for efficiency, faithfulness, length of service, or other sufficient cause, in accordance with the rules of the Civil Service Commission. The employment, compensation and discharge of employés of the Library Board shall be considered only in executive session.

All communications by employés of the Library addressed to the Board shall be transmitted through the Librarian, or in his absence through the Secretary of the Board, unless such communications concern such officers; and it shall be the duty of such officer to present such communications at the next meeting of the Board, with his opinion thereon accompanying the same.

ART. XXI. The term of service of all employés of the Library shall be dependent upon good conduct and efficiency and the requirements of the service. They shall be subject to suspension from employment by the Committee on Administration, or Librarian, with loss of salary during such suspension, on account of absence without leave, want of attention to business, unreasonable waste of time, want of courtesy toward the public, or improper behavior of any kind. When a suspension shall have been ordered by the Committee, such suspension, with reasons therefor, shall be reported by the Committee to the Board at its next regular meeting. When the Librarian shall have suspended an employé, he shall report the fact to the Committee on Administration for its approval or disapproval, and the reasons for such approval or disapproval shall be reported to the Board at the next regular meeting thereof. Any employé who shall be suspended, shall, upon such suspension, be subject to dismissal by the Board of Directors, but shall be given an

opportunity to be heard in his own defense before the Board, as well as before the Civil Service Commission, in the manner set forth in Section 12 of the Civil Service Act, before such dismissal shall take effect.

All persons who have been employed in the Library for a period of not less than six months preceding May 1 shall be entitled to vacations with pay at the rate of eighteen working days for the full year, provided that absence on account of illness for a maximum period of nine days during any part of the year preceding the vacation period may be deducted from the time allowed for vacations, and for all absence in excess of nine days, full pay shall be deducted unless otherwise ordered by the Board.

Saturday half-holidays, or equivalent time off, shall be allowed from May 1st to October 1st, and during the remainder of the year one-half day in every month shall be allowed in such departments as may be designated by the Librarian, to include as to both periods such employés only who have not more than once during any week of the period during which said holiday is allowed been chargeable with tardiness unexcused by the Librarian for cause by him found sufficient.

The Library shall be open on all secular days excepting New Year's day, Lincoln's Birthday, Washington's Birthday, Decoration Day, Fourth of July, Labor Day, Thanksgiving Day and Christmas Day. A record of the attendance of each employé shall be kept and no allowance shall be made for absence from duty, except as above provided, unless by a vote of a majority of the Board.

ART. XXII. Any person of good deportment and habits may use the Reading and Reference Rooms. No person who is intoxicated or is unclean in person or dress shall be admitted to, or allowed to remain in these rooms. No person shall be allowed to converse, smoke, partake of refreshments, lounge or sleep in

such rooms, or use them for any purpose for which they are not intended.

ART. XXIII. Any resident of Chicago may draw books from the Library by registering his or her name and complying with such conditions as the Board may prescribe from time to time.

ART. XXIV. The Board of Directors may, for special reasons, admit to the use of the Library persons not actual residents of Chicago. All the privileges of the Library given to Directors shall be extended to ex-Directors.

ART. XXV. When a book shall have been detained beyond the prescribed time, such fines shall be charged borrowers as the Board may determine by schedule, upon recommendation of the Committee on Library.

ART. XXVI. Writing or marking in books is prohibited; and all injuries to books beyond reasonable wear, and all losses, shall be promptly adjusted to the satisfaction of the Librarian.

ART. XXVII. Delinquents will be notified through the mails on the sixth day after their delinquency has occurred; and one week thereafter, if the book be not returned, the guarantor shall be notified. If the book be not returned within one month after serving the first notice, the Librarian may proceed to collect, through the Law Department of the city, the value of the book, with accrued fines

and other charges to the date of the payment.

ART. XXVIII. It shall be the duty of all persons having the privileges of the Library, to notify the Librarian of the existence of any contagious diseases in their residences or families, and for failure to do so their privileges may be declared forfeited by the Board.

ART. XXIX. Any person abusing the privileges of the Library, or violating these regulations, shall be temporarily suspended from the use of the Library by the Librarian, and the case shall be reported to the Committee on Administration for proper action thereon; and such person may, in the discretion of the Board of Directors, forfeit his or her Library privileges.

ART. XXX. These By-laws may be altered, amended or repealed by a majority of the Directors, but no such action shall be taken except at a regular meeting subsequent to the regular meeting at which such action was proposed.

REPORTS OF OFFICERS.

The Librarian presented his report for the month of February, 1911, which was received and ordered published.

On motion of Director Frank, the Board adjourned.

H. G. WILSON,
Secretary.

REPORT OF LIBRARIAN FOR FEBRUARY, 1911.

CIRCULATION OF BOOKS.

The number of books taken from the Library for home use during the month of February, 1911, was 205,441 against 160,748 for the corresponding month of the previous year. The circulation from branches, exclusive of volumes supplied through the Stations Department, was as follows:

Blackstone Branch.....	6,890
Lewis Institute Branch.....	7,220

Burr School Branch.....	4,009
Austin Branch.....	5,587
West Park No. 1 Branch.....	3,007
West Park No. 2 Branch.....	3,772
Lincoln Center Branch.....	4,570
Lawndale Branch.....	3,565
West 26th Street Branch.....	3,800
Hebrew Institute Branch.....	3,959
Mark White Branch.....	2,568
Sherman Park Branch.....	3,231
Cornell Branch.....	2,429
Logan Square Branch.....	3,876
Other Agencies.....	7,570

The circulation department was open on 22 week days. The daily average week day circulation was 9,338. The circulation from the Open Shelf room was 21,773.

REFERENCE ROOM.

	1911.	1910.
Number of recorded visitors.....	13,703	14,665
Books issued from stacks.....	32,498	36,917

No record was kept of the number of visitors who consulted the books on the open shelves.

THOMAS HUGHES READING ROOM FOR YOUNG PEOPLE.

Mean attendance per hour, 20. Average maximum attendance per hour, 27. Total attendance, 4,002. Books circulated, 1,598.

ROOM FOR ART BOOKS.

Visitors, 2,798. Books consulted, 8,757.

PATENTS AND PUBLIC DOCUMENTS.

	1911.	1910.
Number of visitors.....	2,540	2,449
Volumes consulted.....	11,358	11,032

BOUND NEWSPAPERS AND BOOKS FOR THE BLIND.

Visitors, 445. Bound newspapers consulted, 752. Books for the blind circulated, 157.

READING ROOM.

Periodicals issued at counter, 12,452. No record kept of use of periodicals and newspapers on open stands and racks. Mean attendance per hour, 280. Average maximum attendance per hour, 433.

BRANCH READING ROOMS.

	Av. Attendance at close of each hour.	Average Maximum Attendance.	Sunday Av.	Books Circulated Station.	Books Circulated Direct.
No. 1.....	41	56	63	3,730	
No. 2.....	13	28	90	121	 3,565
No. 3.....	28	39	33	1,176	
No. 4.....	29	48	209	532	 3,800
No. 5.....	28	54	35	873	 3,772
No. 6.....	47	72	246	1,004	 7,220
No. 7.....	23	43	214	1,457	
No. 8.....	22	36	34	366	
No. 9.....	19	33	136	887	
No. 10.....	18	27	33	682	
No. 11.....	25	44	60	1,291	
No. 12.....	35	49	192	1,746	
No. 13.....	19	36	36	81	 3,957
No. 14.....	25	39	133	237	 3,007
No. 15.....	28	43	50	723	
No. 16.....	30	50	211	77	 4,009
No. 17.....	37	74	126	2,560	 3,959
No. 18.....	16	30	108	397	 5,587
No. 19.....	12	26	101	529	 4,570
No. 20.....	20	43	181	158	 2,568
No. 21.....	19	39	139	458	 3,231
No. 22.....	19	42	152	176	 2,429
Blackstone..	19	30	198	457	 6,890

DELIVERY STATIONS.

The number of books issued from 99 delivery stations was 85,696, against 97,325 from 85 stations for the same month of the preceding year.

REGISTRATION.

The number of cards issued on new registrations and re-registrations was 5,913. The registration of February, 1910, was 6,241. The number of three-year cards outstanding is 128,235. Number of non-fiction cards issued in January, 1911, was 2,255.

BINDING DEPARTMENT.

Number of books at binderies February 1, 1911.....	5,263
Number of books sent to binderies in February, 1911.....	3,588
Total number of books at binderies in February, 1911.....	8,851
Number of books received from binderies in February, 1911.....	2,984
Number of books at binderies February 28, 1911.....	5,867
Number of books repaired in library in February, 1911.....	3,210

GROWTH OF THE LIBRARY.

The total number of volumes in the Library February 28, 1911, was 438,510. Received since June 1, 1910, 42,978; since February 1, 1911, 5,750. Books discarded since June 1, 6,774; since February 1, 1,063. Books lost and paid for since June 1, 570; since February 1, 59. Books found and money refunded since June 1, 85; since February 1, 10.

HENRY E. LEGLER,
Librarian.

CHICAGO, March 13, 1911.

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, MARCH 27, 1911

OFFICIAL RECORD.

There were present the President, Director Roulston, in the chair, and Directors Armstrong, Stern, Frank, Freeman and Wait.

Absent—Directors Taylor, Lagorio and Rawson.

MINUTES APPROVED.

On motion of Director Frank, the minutes of the regular meeting held March 13, 1911, were approved as recorded and printed, without being read.

COMMUNICATIONS.

Communications were received as follows:

From Dr. Annie Hungerford White, thanking the Board, on behalf of the After Dinner Club, for the use of assembly hall, March 24th inst., for a lecture given by Dr. Bailey.

The communication was ordered to be placed on file.

From Rev. Wm. Cordick, Pastor of the Trinity Episcopal Church, Wheaton, Ill., requesting the Board to grant him the privileges of the Library.

Director Armstrong moved that the request be granted and that library cards be issued.

Carried.

From Mrs. Ellen M. Henrotin, Chairman of the Committee on Social Hygiene of the Chicago Woman's Club, requesting the use of assembly hall for a series of six weekly lectures, beginning Friday afternoon, March 31st inst., the lectures to be given by physicians on the subject of social hygiene.

Director Stern moved that the request be granted,

Carried.

From Dr. Hyman Cohen, President of the Citizens Health Alliance of Chicago, requesting the use of assembly hall for monthly meetings of that society.

Referred to the Committee on Buildings and Grounds.

From Jas. E. Prendergast, Sec'y of the Twenty-fifth Ward Property Owners Improvement Association, in reference to the closing of the branch reading room at 3230 N. Clark street, and asking the Board to reconsider its action.

Referred to the Committee on Branches.

From M. D. Casella & Co., 2101 Chicago avenue, asking the Board to establish a delivery station in their store at that number.

Referred to the Committee on Delivery Stations.

From T. J. Curry, Sec'y of the Southwest Side Affiliated Improvement Clubs, asking the Board to re-open a delivery station in that part of the city, and recommending the store of Henry Freitag, Thirty-sixth street and Washtenaw avenue.

Referred to the Committee on Delivery Stations.

From Mrs. R. E. Wells, 8684 Vincennes road, making application for a delivery station.

Referred to the Committee on Delivery Stations.

COMMITTEE ON LIBRARY.

Director Stern, Chairman, presented the following report of the Committee and moved that the recommendations contained therein be concurred in.

Carried.

Yeas — Directors Armstrong, Stern, Frank, Freeman, Wait and the President —6.

Nays—None.

CHICAGO, March 27, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Library hereby report a list recommended for purchase embracing the following schedule of items:

Current American books—172 vols.—\$173.00.

Current English books—31 vols.—\$65.00.

Miscellaneous books—41 vols.—\$193.00.

Miscellaneous books (second hand) from Union Library Association—30 vols.—\$27.67.

Miscellaneous books—22 vols.—\$12.00.

Total: 296 vols.—\$470.67.

To be purchased from Kelly fund:

Books for branches — 894 vols. — \$650.00.

Fiction for Hiram Kelly branch, List 1.—1446 vols.—\$1400.00.

Miscellaneous books—25 vols.—\$38.00.

Miscellaneous books (remainders purchased from A. C. McClurg & Co.)—402 vols.—\$364.90.

Total: 2767 vols., \$2452.90.

Your Committee further submit the following recommendations and ask for their adoption:

1. Granting the use of the Library to the teachers of the Lyons Township High School, upon conforming to the usual conditions for the issuance of cards.

2. Remitting a fine of thirty-six cents charged to Burt Raidigar, Austin, failure to return the book having been due to contagious disease in the family.

Plans are under way for a Child Welfare Exhibit to be held at the Coliseum May 11 to 26. An invitation has been extended to the Chicago Public Library to participate. The entire New York exhibit, which required an outlay of \$80,000 and eight months of labor to organize, will be brought to Chicago and will be supplemented by such local exhibits as pertain to the same interests. The expense involved will be borne by private

contribution. Much of the material which the Library can arrange for this exhibit, will be of the same character as that required for the Municipal Exhibition in the fall. Your Committee recommend that the Librarian be authorized to plan for getting together and properly installing such photographic display and other material needed to exemplify the work of the Library with children, and that representatives of the Library from the branches be assigned for such times as may be necessary, to have charge of the Library exhibit during the two weeks that it will be open to the public.

Respectfully submitted,
JULIUS STERN,
MORTIMER FRANK,
Committee on Library.

COMMITTEE ON ADMINISTRATION.

In the absence of a majority of the Committee on Administration the matters in its hands were considered in open Board.

Director Wait presented the following report and moved its adoption.

Carried.

CHICAGO, March 27, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—The following resignation has been received by your Committee on Administration and its acceptance is recommended, with instruction to the Librarian to fill the vacancy in the usual manner:

Esther D. Hunt, junior assistant, March 19.

Your Committee recommend that John F. James, assistant in the Reference department, be given an allowance of four days during the month of March, lost on account of illness, as a vacation offset.

Your Committee also recommend the re-imbursement of nine days pay lost by Thomas Davis on account of illness, such period to be deducted from his vacation allowance. The absence of Thomas Da-

vis, as above noted, occurred in January and February.

The following action is recommended by your Committee:

That in place of members of the Library staff who are relieved from service on Saturday afternoons after 1 o'clock from May 1 to October 1, authority be given to detail the evening force for such periods as may be necessary, with extra compensation at the rate of twenty cents an hour, except at the desk, where the compensation shall be at the rate of \$1.25 an afternoon.

That leave of absence without deduction of salary be given to members of the staff whose places can be supplied without additional expense to the Library, for attendance at the annual conference of the American Library Association, such absence to be by arrangement with, and subject to the approval of the Librarian.

That to provide the necessary relief service for employes in the reading rooms and branches during the customary vacation period allowed by the Board, authority be hereby given for the employment of such extra service as may be necessary at the rate of \$1.25 per night for the usual evening hours, and at the rate of twenty cents per hour for afternoon service, such compensation to be in full, including all expense involved for carfare or otherwise.

Respectfully submitted,

HORATIO L. WAIT,
Committee on Administration.

COMMITTEE ON BRANCHES.

In the absence of the Chairman, Director Stern presented the following report of the Committee and moved that the recommendation be concurred in.

Carried.

CHICAGO, March 27, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Following out a plan of retrenchment reported to the Board at

a meeting earlier in the year, your Committee on Branches had arranged for transferring the reading room located on North avenue to quarters at Stanton Park. Owing to a lack of funds the Lincoln Park Board has been unable to go on with the necessary alterations for housing the branch at this place, and it will doubtless be late in the year before the Library Board will find the contemplated building ready for occupancy. In the meantime, the Lincoln Park Commissioners have pushed forward rapidly the building of the field house located in the new Hamlin Park on the North Side and have advised the Librarian that it will be finished some time in May and probably opened in June. Your Committee, therefore, recommend the substitution of Hamlin Park for Stanton Park in the program outlined by the Board and by them approved.

Respectfully submitted,

JULIUS STERN,
GEO. B. ARMSTRONG

Committee on Branches.

COMMITTEE ON DELIVERY STATIONS.

Director Frank, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Delivery Stations reports on the following matters in its hands:

1. That a delivery station be opened at Gresham, 8684 Vincennes road, under the care of Mrs. R. E. Wells, to replace delivery station No. 20 South, recently closed.

2. At the request of the Southwest Side Affiliated Improvement Clubs for a delivery station in Brighton Park to take the place of the station recently closed in McKinley Park, your Committee would

recommend that the request be granted, and that a station be opened in the store of Henry Freitag, Thirty-sixth street and Washtenaw avenue, on sixty days' trial without pay.

All of which is respectfully submitted,

MORTIMER FRANK,
GEO. B. ARMSTRONG,
HENRY V. FREEMAN,

Committee on Delivery Stations.

CHICAGO, Mar. 27, 1911.

COMMITTEE ON BUILDINGS AND GROUNDS.

In the absence of a majority of the Committee on Buildings and Grounds the matters in its hands were considered in open Board.

Director Wait presented the following report and moved its adoption.

Carried.

Yeas—Directors Armstrong, Stern, Frank, Freeman, Wait and the President—6.

Nays—None.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Buildings and Grounds begs leave to report on the following matters in its hands:

1. That the request of the School of Expression, Boston, Mass., for the use of assembly hall three afternoons a week during the month of August, 1911, be not granted, and that the communication be placed on file.

2. That the request of O. Monnett for the use of assembly hall one evening a month by the Chicago Section of the Institute of Operating Engineers be not granted, and that the communication be placed on file.

3. That the request of the Mutual Improvement and Advancement Association for the Blind for use of assembly hall for meetings of that society be refused, and that the communication be placed on file.

4. That in the matter of the report of misconduct on the part of people attending the lectures of the Chicago Odontographic Society in the assembly hall in the Public Library building, your Committee would state that this society has voluntarily given up its meeting night in the Library building, and is now holding its meeting in another building.

5. That the proposal of the Safety Electric Company of Chicago to furnish renewed lamps at a net price of \$87.50 per thousand be accepted, and that the Secretary be authorized to order 1500 lamps at said price.

6. That the Secretary be authorized to accept the proposal of Marshall Field & Co., for covering the floor in the room adjoining the Secretary's office, which is to be fitted up as a Directors' room, with Battleship linoleum at \$1.20 per yard, laid.

All of which is respectfully submitted,
HORATIO L. WAIT,

Committee on Buildings and Grounds.
March 27, 1911.

COMMITTEE ON FINANCE.

In the absence of the Chairman, Director Stern presented the following report of the International Audit Company upon its audit of the books and accounts of the Library for the quarter ended November 30, 1910, which was received and ordered to be published.

"March 27, 1911.

"To the President and Board of Directors, Chicago Public Library,
Chicago.

"Gentlemen:—We have audited the books and accounts of the Chicago Pub-

lic Library for the three months ending 30th November, 1910, and now present our report thereon.

"We annex the following statements, which we certify to be correct and in accordance with the books:

- "1. Ledger Balance, 30th November, 1910.
- "2. Quarterly Receipts and Disbursements, from 1st September, 1910, to 30th November, 1910.
- "3. Cash Receipts and Disbursements, for the months of September, October and November, 1910.

"In the course of our audit we examined the vouchers, all of which were produced to us, and checked them, with the entries, in the Voucher Record or the Cash Book. The receipts for fines, books lost, deposits, etc., were verified by means of the daily receipt books and the deposit receipt stubs. We checked the postings from all sources to the Ledger and proved the additions of the Cash Book, Journal, Voucher Record and Ledger.

"The securities representing the various investments were produced to us and found to be in order.

"We were permitted to examine the Library Account in the City books and we find the receipts of interest, taxes and miscellaneous entered therein agree with the receipts in the Library books.

"We are pleased to report that the books and records are well and carefully kept.

Yours very truly,

"THE INTERNATIONAL AUDIT CO.,
"By (Signed) John McLaren, *President.*"

LEDGER BALANCES, 30TH NOVEMBER, 1910.

DEBITS.

Tax Levy, 1909—Balance	\$46,264.36
Cash in hands of City Treasurer	16,550.37
Cash in hands of City Treasurer (Special Fund)	23,534.44
	\$86,349.17

Mortgage Loans.....	\$ 8,000.00	
Certificate of Deposit	399.09	
Bonds.....	44,593.41	
Real Estate—Sherman Street and Jackson Boulevard.....	160,000.00	
Cash	44,928.60	257,921.10
		\$344,270.27

CREDITS.

Public Library Fund.....	86,349.17	
W. H. Ryder Fund.....	10,000.00	
W. H. Ryder Fund, Income.....	2,386.97	
Jerome Beecher Fund.....	2,000.00	
Jerome Beecher Fund, Income.....	2,033.85	
Hiram Kelly Fund.....	200,000.00	
Hiram Kelly Fund, Income.....	38,945.54	
H. W. Jackson Fund.....	1,000.00	
H. W. Jackson Fund, Income.....	44.41	
Story Hour Fund.....	3.04	
Security Deposits.....	1,143.25	
Special Deposits	100.00	
Incidental Fund.....	264.04	
		\$344,270.27

PUBLIC LIBRARY FUND—STATEMENT OF RECEIPTS AND DISBURSEMENTS,
THREE MONTHS ENDING 30TH NOVEMBER, 1910.

RECEIPTS.

Cash in hands of City Treasurer, 1st September, 1910...		\$ 69,770.84
Receipts during Quarter:		
Taxes 1909 collected	\$81,773.05	
Interest on Cash in hands of City Treasurer.....	458.65	
Quarterly Receipts.....	452.13	82,683.83
		\$152,454.67

DISBURSEMENTS.

Books	\$ 9,809.10	
Newspapers and Periodicals.....	3,754.02	
Binding	3,553.65	
Books Lost and Paid for—Refunds.....	34.20	
Finding Lists	171.62	
Freight and Express.....	30.80	
Postage	205.00	
Delivery Stations—Miscellaneous	1,329.41	
Branch Reading Rooms—Miscellaneous.....	1,809.47	
Salaries:		
Main Building	\$39,243.16	
Branch Reading Rooms.....	5,705.08	
Delivery Stations	4,732.89	
		49,681.13

Miscellaneous Expense	729.01	
Printing and Stationery	1,110.37	
Fuel	2,652.50	
Heating and Generating Plant	267.50	
Elevator Supplies and Repairs	57.05	
Electric Supplies and Repairs	94.56	
Repairs, Alterations and Improvements	10,563.80	
Janitor Expense	152.68	
Insurance	54.74	
Furniture and Fixtures	1,150.65	
Blackstone Branch Library	1,433.60	
Kelly Branch Library	23,725.00	112,369.86

Balance, Cash in hands of City Treasurer, 30th November, 1910.. \$ 40,084.81

PUBLIC LIBRARY FUND.

Taxes, 1909, balance of levy		\$46,264.36
Cash in hands of City Treasurer	\$16,550.37	
Cash in hands of City Treasurer—Special Fund	23,534.44	40,084.81
Library Fund at 30th November, 1910		86,349.17

CASH RECEIPTS AND DISBURSEMENTS, THREE MONTHS ENDING
30TH NOVEMBER, 1910.

RECEIPTS.

	September, 1910.	October, 1910.	November, 1910.
Cash Balance at close of previous month...	\$43,070.50	\$43,090.82	\$43,396.41
Kelly Fund Income	50.00	340.00	1,500.00
Ryder Fund Income	10.00		
Jackson Fund Income		25.00	
City Treasurer for Incidental Fund	156.66	180.54	255.90
Finding Lists	51.83	46.84	24.89
Books lost and paid for	77.10	62.00	56.35
Deposits	280.00	281.00	319.50
Fines	896.65	941.56	1,104.65
Miscellaneous	32.95	29.21	70.96
	<u>\$44,625.69</u>	<u>\$44,996.97</u>	<u>\$46,728.66</u>

DISBURSEMENTS.

City Treasurer	161.88	138.05	152.20
Deposits repaid	258.00	258.75	307.25
Binding		4.22	
Books	88.61	34.00	41.27
Newspapers and periodicals		8.00	2.50
Books lost and paid for—refunds	12.45	9.75	12.00

Freight and Express	11.73	13.12	5.95
Delivery Stations—Miscellaneous.....		14.75	6.53
Branch Reading Rooms—Miscellaneous.....	4.62	3.85	9.25
Blackstone Branch Library.....		1.05	2.85
Miscellaneous Expense.....	7.45	93.30	38.91
Postage	55.00	50 00	100.00
Printing and Stationery....	.68	6.90	11.10
Heating and Generating Plant		12.56	.60
Janitor Expense.....		.90	5.00
Pension Fund	896.65	941 56	1,104.65
Ryder Fund, Income.....	37.80	6.30	
	<u>\$ 1,534.87</u>	<u>\$ 1,600.56</u>	<u>\$ 1,800.06</u>
Balance, Cash on hand at close of month....	43,090.82	43,396.41	44,928.60
	<u>\$44,625.69</u>	<u>\$44,996.97</u>	<u>\$46,728.66</u>

SUMMARY OF BALANCES.

	Sept. 1910.	Oct. 1910.	Nov. 1910.
W. H. Ryder Fund.....	\$10,000.00	\$ 10,000.00	\$ 10,000.00
W. H. Ryder Fund, Income.....	2,393.27	2,386.97	2,386.97
Jerome Beecher Fund.....	2,000.00	2,000.00	2,000.00
Jerome Beecher Fund, Income.....	2,033.85	2,033.85	2,033.85
Hiram Kelly Fund.....	200,000.00	200,000.00	200,000.00
Hiram Kelly Fund, Income.....	37,105.54	37,445.54	38,945.54
H. W. Jackson Fund	1,000.00	1,000.00	1,000.00
H. W. Jackson Fund, Income.....	19.41	44.41	44.41
Story Hour Fund.....	3.04	3.04	3 04
Incidental Fund.....	319.46	244.10	264 04
Security Deposits.....	1,108.75	1,131.00	1,143.25
Special Deposits.....	100.00	100.00	100.00
	<u>\$256,083.32</u>	<u>\$256,388.91</u>	<u>\$257,921.10</u>
Deduct:			
Mortgage Loans.....	8,000.00	8,000.00	8,000.00
Certificate of Deposit.....	399.09	399 09	399.09
Bonds	44,593.41	44,593.41	44,593.41
Real Estate—Sherman Street and Jackson Boulevard	160,000.00	160,000.00	160,000.00
	<u>\$212,992.50</u>	<u>\$212,992.50</u>	<u>\$212,992.50</u>
Balance	43,090.82	43,396.41	44,928.60
	<u>\$256,083.32</u>	<u>\$256,388.91</u>	<u>\$257,921.10</u>

REPORTS OF OFFICERS.

The Librarian reported the receipt of a gift of one hundred dollars for the purchase of books for the Sherman Park Branch and that the donor had requested that her name be withheld from publication.

Director Stern moved that the donation be accepted, and that the money be deposited, with other funds, in the First National Bank, to be spent for books for Sherman Park Branch, and that the thanks of the Board be extended to the donor.

Carried.

NEW BUSINESS.

Director Freeman brought up the question of the pending lease of Memorial Hall with the request that the matter be made a special order of business at the next meeting of the Board.

There being no objection, it was so ordered.

On motion of Director Frank, the Board adjourned.

H. G. WILSON,

Secretary.

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, APRIL 10, 1911.

OFFICIAL RECORD.

There were present, when the Board was called to order, the President, Director Roulston, in the chair, and Directors Armstrong, Stern, Lagorio, Rawson, Frank, Freeman and Wait.

Absent—Director Taylor.

MINUTES APPROVED.

On motion of Director Rawson, the minutes of the regular meeting held March 27, 1911, were approved as recorded and printed, without being read.

COMMUNICATIONS.

The following communications were received and referred to the Committee on Delivery Stations:

From F. E. Sargent, resigning as keeper of delivery station No. 12 North.

From Mrs. C. Rank, resigning as keeper of delivery station No. 29 South.

From Mrs. M. Parks, 5150 Evanston avenue, Christ Nast, 3169 N. Clark

street, and John Stolley, 439 W. North avenue, asking to be appointed keepers of delivery stations.

From Wm. C. Boorman, praying the Board to establish a delivery station at 339 Center street.

From I. Seltzerman, 2004 Addison street, praying the Board to establish a delivery station at his store.

From citizens in the vicinity of Belden and Clifton avenues, praying the Board to establish a delivery station at No. 1125 Belden avenue.

UNFINISHED BUSINESS.

The President called up, under special order of business, the consideration of the Memorial Hall lease, and by unanimous consent consideration was postponed.

COMMITTEE ON LIBRARY.

Director Stern, Chairman, presented the following schedule of bills, regularly

audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Armstrong, Stern, Lagorio, Rawson, Frank, Freeman, Wait and the President—8.

Nays—None.

A. C. McClurg & Co., books.....	\$ 855.92
E. P. Dutton & Co., books.....	249.00
Walter M. Hill, books.....	56.49
The System Co., books.....	18.00
S. J. Clarke Publishing Co., books....	12.60
B. F. Stevens & Brown, subscriptions and books, \$240/2/6 (est.).....	1,169.30
A. Kroch & Co., books and periodicals.	1,112.17
The H. W. Wilson Co, subscriptions...	117.50
Geo. E. Koehler, binding	898.59
John Seybold, binding.....	879.10
MaxStockmar & Sons, binding.....	187.35
J. W. Butler Paper Co., paper	108.50
James Watson & Co., printing bulletins and minutes	100.79
Dwight Bros. Paper Co., paper for bul- letins.	18.00
Swigart Paper Co., paper	65.68
Bradner Smith & Co, paper	30.10
Dennison Mfg. Co., gummed labels.....	25.00
Cameron, Amberg & Co., miscellaneous printing.....	116.88
Schulkins & Co, printing postals.....	12.00
A. L. A. Publishing Board, periodical cards.....	7.97
Rockwell-Barnes Co, typewriting paper	5.50
P. A. Salisbury-Schulz Co., patent dates	4.50
Librarian of Congress, Washington, D. C., subscription to cards.....	300.00
H. G. Wilson, Secretary, cash expenses March, 1911	183.25
	<u>\$6,534.19</u>

He, also, presented the following schedule of bills for books to be paid from the Kelly and Ryder fund income accounts, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Armstrong, Stern, Lagorio, Rawson, Frank, Freeman, Wait and the President—8.

Nays—None.

HIRAM KELLY FUND INCOME.

A. C. McClurg & Co.....	\$1268.51
Houghton Mifflin Co.....	56.51
D. Appleton & Co.....	50.40
The Union Library Association	29.32
Sarah E. Pierce.....	14.38
The Bishop Book Co.....	5.00
	<u>\$1,424.12</u>

RYDER FUND INCOME.

G. Broes Van Dort Co.....	\$6.30
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He, also, presented the following report of the Committee, and moved that the recommendations therein be concurred in.

Carried.

Yeas—Directors Armstrong, Stern, Lagorio, Rawson, Frank, Freeman, Wait and the President—8.

Nays—None.

CHICAGO, April 10, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Library have approved lists of books comprised in the following schedules and recommend the purchase of the same.

Current American books—113 vols.—
\$97.00.

Current English books—14 vols.—
\$27.00.

Extra copies of fiction for stacks and open shelves—186 vols—\$186.00.

List of juvenile books, new and extra copies—105 vols.—\$75.00.

Non-fiction books for Kelly branch, list 1 (Kelly fund)—1,571 vols.—
\$1700.00.

Juvenile books for Kelly branch, list 2 (Kelly fund)—75 vols.—\$56.00.

Branch reading room books to be replaced—610 vols.—\$600.00 (Kelly fund).

Miscellaneous books—103 vols.—
\$160.00 (Kelly fund).

Misellaneous books, etc.—75 vols.—\$125.00; and 67 vols., \$51.00 (Kelly fund).

Total:

493 vols., \$ 510.00

Kelly fund: 2426 vols., \$2567.00

During the nine months prior to January 1, 60,785 books were relabeled and remarked in the stacks by assignment of desk assistants. During the first three months of this year the books thus cared for numbered 14,610. It is apparent that the relabeling of books according to the present methods involves a constant renewal, which not only takes up the time of the library assistants that could be better given elsewhere, but also causes books to remain out of commission for more or less protracted periods. Your Committee have obtained figures, from the contractors who rebind the library books, for stamping the call numbers on the backs of all books sent to be rebound. We recommend that John Seybold and Geo. E. Koehler be given an allowance of one cent and a half per book for adding the call number on the backs of books which are rebound.

Respectfully submitted,

JULIUS STERN,

MORTIMER FRANK,

GRAHAM TAYLOR,

Committee on Library.

He, also, presented a list of bills for miscellaneous books, continuations and subscriptions, amounting to \$61.13, and moved that the bills be paid from the incidental fund.

Carried.

COMMITTEE ON ADMINISTRATION.

Director Rawson, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Armstrong, Stern, La-

gorio, Rawson, Frank, Freeman, Wait and the President—8.

Nays—None.

CHICAGO, April 10, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Herewith your Committee on Administration report a complete list of employes in the service of the Library, with salaries recommended for the ensuing year. These salaries are based on the classification, with accompanying schedule, adopted a year ago, subject to the further modification subsequently added, limiting automatic annual increases to those whose average efficiency is rated at not less than 80. In going over the several departmental lists, your Committee have noted that a number of employes in three divisions are performing clerical work involving no technical library knowledge and requiring no experience or training peculiar to library service. We recommend that the attention of the Civil Service Commission be called to this fact, as possibly requiring a reclassification corresponding to the general clerical classification applicable to all municipal departments. The divisions referred to are the following: Secretary's office, Bindery and Registry divisions.

Your Committee have included the engineers' force without change from that of a year ago. The Civil Service Commission has suggested a reclassification and rerating, and this is now under consideration.

At this time, also, your Committee submit a modification of the Library schedule now in force, chiefly that the terms employed may correspond to those used in the rest of the municipal service. The pages have been grouped under Grade I, enabling such promotion as may be warranted by efficiency, instead of requiring an intervening examination. The lowest group of Grade II has been transferred to this Grade, and corresponding

replacement of lowest groups has been made in the other Grades. In Grade IV the highest group has been eliminated, thus preserving a consistent gradation from top to bottom, salaries being based on relative responsibilities of duties and special qualifications required. The schedule is as follows:

Division G—Library Service.

Grade I: Positions the duties of which require training and skill, involving responsibility, but not necessarily much experience.

Also positions the duties of which are of general routine, requiring some skill and accuracy, but no fixed responsibility, viz: positions of "Page" in station division.

Group G—(\$300)

Group F—(\$360)

Group E—(\$420)

Group D—(\$480)

Group C—(\$540)

Group B—(\$600)

Group A—(\$660)

Pages begin at the minimum salary, and may be advanced to the second and third groups at intervals of six months; thereafter, not oftener than annually at such intervals as record of work may warrant.

Cataloguers and library assistants begin in Group E, with annual advancement, subject to efficiency record.

Grade II: Positions the duties of which require special training and ability, which may or may not be supervisory and which involve a higher degree of responsibility than Grade I positions.

Group E—(\$720)

Group D—(\$780)

Group C—(\$840)

Group B—(\$900)

Group A—(\$960)

Branch librarians and children's librarians entering this grade through original entrance examinations may be given credit for training or experience in corresponding work for not exceeding three years of service. Advancement from grade to grade shall be not oftener than annually, dependent upon record of efficiency.

Grade III: Positions the duties of which involve accountability for the work of oth-

ers, or independent judgment in the execution of specialized or expert duties.

Group D—(\$1020)

Group C—(\$1080)

Group B—(\$1140)

Group A—(\$1200)

Advancement from grade to grade shall be not oftener than annually, dependent upon record of efficiency.

Grade IV: Positions the duties of which involve accountability for the work of others in a larger branch or section than in the case of Grade III positions, or independent judgment in the execution of specialized or expert library duties of a higher standard than in the case of Grade III positions.

Group D—(\$1260)

Group C—(\$1320)

Group B—(\$1380)

Group A—(\$1440)

Advancement from grade to grade shall be not oftener than annually, dependent upon record of efficiency.

Grade V: Positions the duties of which are administrative, involving responsibility for the work of an entire bureau or division, and which require special qualifications and recognized expert knowledge. (Includes positions of main library "Division Chief.")

Group A—(\$1500 to \$2040)

Grade VI: Positions the duties of which are executive and administrative, involving responsibility for the work of an entire department, under the head or heads of such department, and which require the highest order of expert knowledge in technical library methods. (Includes positions of "Librarian" and "Assistant Librarian.")

Group A—(\$3000 and above.)

Grade I:

Cataloguer.

Library Assistant (C).

Page.

(Cataloguers and library assistants begin with Group E.)

Grade II:

Branch Librarian (C).

Cataloguer (B).

Children's Librarian.

Library Assistant (B).

Grade III:

Branch Librarian (B).
Cataloguer (A).
Library Assistant (A).

Grade IV:

Branch Librarian (A).
Head Assistant.

Grade V:

Division Chief.

Grade VI:

Assistant Librarian.
Librarian.

The following is the complete list of employees, including those rated as temporary. Salaries are to go into effect April 26, except as otherwise noted:

Administration—Henry E. Legler, \$6500; Carl B. Roden, \$3300; Nellie L. Kennedy, \$840; Harry G. Wilson, \$3600; Emanuel Holy, \$1260; Minnie E. Wills, \$1260; James W. McGovern, \$600.

Circulation and Instructional—Benjamin M. Smith, \$1800; Faith E. Smith, \$1500; Carl E. Anderson, \$360 (October 26); Anthony Angarola, \$300; Elizabeth Barnes, \$600; John W. Barta, \$300; Harry G. Bristow, \$300; James C. Burns, \$360 (October 26); Phillip Canterbury, \$300; May I. Carroll, \$1140; Gordon Chalmers, \$360; Melvin C. Dahl, \$300; Amanda Diehl, \$1080; Nathan Dolnitzky, \$300; James E. Edwards, \$540; J. Norman Farnum, \$300; Helen I. Fix, \$540 (October 26); Lottie M. Hayden, \$540 (October 26); Irene Ives, \$600 (October 26); George S. King, \$1260; Charles Macko, \$600; George Menyea, \$300; Margaret C. O'Shaughnessy, \$780; George Perdue, \$360 (October 26); Jessie B. Perry, \$1080; Jessie E. Reed, \$480; Eli H. Schultz, \$300; Jacob Shapiro, \$300; James T. Slattery, \$300; Isadore Suluway, \$300; Mary A. Swift, \$480; Robert C. Teeling, \$300; George B. Voss, \$300.

Branches and Special Deposits—John F. Phelan, \$1800; Renee B. Stern, \$1260 (October 26); Dorothy Bastin, \$540; Minnie S. Clark, \$660; Nellie E. Doran, \$840; Pearl I. Field, \$1020 (July 26); Minnie R. Grosser, \$540; Walter Narkiewicz, \$360 (January 26); Marie L. Ryan, \$540; Evelyn R. Adams, \$480; Adah M. Anderson, \$420; Henry Appelbaum, \$300; Julia A. Baker, \$780 (October 26); James C. Barbee,

\$1260; Helen L. Barker, \$420; Benjamin Bernstein, \$1.00 per day; James H. Biddle, \$900; Harold R. Bixby, \$300; Maude Blake, \$900; Eleanor Buynitzky, \$720 (May 26); Frances C. Cantner, \$600; Eugenio Celio, \$1.25 per day; Kate B. Chase, \$720 (November 26); Cornelius Cohen, \$300; Edward V. Dewalt, \$540; Charles A. Egan, \$600; Pearl E. Feddersen, \$600; Anthony C. Formosa, \$300; Bernard Friedman, \$300; Julia A. Gerloff, \$420; Francis J. Gerty, \$300; Ismond J. Gordon, \$300; Herman R. Gorelick, \$300; Louise M. Hannagan, \$720 (August 26); Vivian G. Harsh, \$480; Ella J. Horrobin, \$660; Augusta G. Kessell, \$600; William J. Kurzin, \$300; Christian A. Lange, \$900; Ada M. Lanquist, \$720 (August 26); Mrs. Luba Lazareff, \$480; Emma Levin, \$740 (February 26); Daisy McHale, \$480 (October 26); Jean McLeod, \$840 (October 26); Bird Morrison, \$720 (November 26); Mathilda S. Nodek, \$720 (October 26); Janet O'Brien, \$480; Genevieve M. O'Leary, \$480; Charlotte L. Olson, \$480; George W. Pirrong, \$300; William Renner, \$660; Samuel Rogalski, \$900; George W. N. Saether, \$300; Pyrrha B. Sheffield, \$480; Nellie Stacy, \$600; Anna W. Thayer, \$780; Laddie L. Tichy, \$300; Reuben Weinhouse, \$300; George Weiss, \$300; Jessie Wells, \$600; Adah F. Whitcomb, \$900; Mary P. Wilde, \$900; Mary A. Wilson, \$840; Mary W. Wood, \$1260.

Order—Henrietta Lovi, \$1500; Louis Arenson, \$480 (October 26); Caroline Bernhardt, \$660; Katherine E. Brady, \$480; Rosalind L. Lillibridge, \$540 (\$660 October 26); Bessie H. Palmer, \$480 (\$660 October 26).

Catalogue—Bessie Goldberg, \$1500; Adele Bergman, \$480; Lucy E. Brown, \$1020 (July 26); Edith E. Coyne, \$660; Lydia A. Dexter, \$600; Emily T. Larson, \$1080; Amelia M. Platt, \$1080; Anna C. Reque, \$1020 (July 26); Jessie M. Woodford, \$1020 (July 26); J. Cornelia Wyse, \$600; Fannie Zacharias, \$900.

Reference—Carrie L. Elliott, \$1800; Charles R. Barnes, \$1260; Chester Field, \$300; Edward Henwood, \$900; J. Frank James, \$720 (July 26); Margaret Kearney, \$900; Gerald Kinsella, \$300; Charles E. Lhotka, \$300; Mary W. Morris, \$720; Mary E. Rae, \$900; Frank E. Waska, \$1260; Charles F. Zak, \$720 (July 26).

Publications—Charles A. Larson, \$1620; Anna J. Ferguson, \$1020; Maude H. T. Freeman, \$600; Anna Riordan, \$1080.

Periodicals—Reidar Arentz, \$1620; Walter B. Flintrup, \$540; Charles L. Green, \$840; John A. Young, \$900.

Registration—Lilyan G. Morawski, \$1550; Florence W. Arnold, \$540; Loretto M. Crowe, \$720; Anna V. Donnelly, \$480; Katharine Donovan, \$1020; Anna A. O'Brien, \$720; Mary Ryan, \$720; Blanche V. Shaw, \$540; Emma L. Shaw, \$480; Agatha A. Wieboldt, \$600.

Stations—William A. Purer, \$2040; Otto Goldberger, \$1380; Alfonso Angarola, \$300; Charles J. Beatty, \$600; George F. Bell, \$900; Jacob Berger, \$300; Frank Bunn, \$300; Jacob Cohen, \$480; Morton Cohen, \$300; Leo Cohn, \$420; John J. Dockery, \$300; Raymond Dwyer, \$600; Elmer W. Ferdinand, \$300; Franklin Frodin, \$300; Albert Haake, \$300; Harold Hellgren, \$600; William Holman, \$300; Elie Hudon, \$900; Ida B. Johnson, \$900; Nuemon Katz, \$300; Ernst H. Lutter, \$300; Joseph D. Matthews, \$360 (September 26); Herman L. Miller, \$420; Clarence W. Neely, \$360 (October 26); Edward M. Peterson, \$600; Frank Roche, \$300; Marco Rosenfeldt, \$300; Joseph Rzepinski, \$600; Fred A. A. Schweizer, \$540; Christian Sonne, \$1020; Paul B. Teeter, \$300; John Toman, \$1020; James J. Yarber, \$300; Sam Altshuler, \$300; Howard B. Maguire, \$300. Automobile service—John D. Barchard, \$950; John Gawron, \$950; Fred C. Lutter, \$950; William J. Soper, \$950; Frank Tinsley, \$600; John P. Wallenborn, \$950; George A. Wiborg, \$950.

Evening and Holiday—Charles Lhotka, \$1620; Joseph J. Augustus, \$420; Frank Forty, \$300; Walter F. Hickey, \$300; William T. Horrobin, \$300; Samuel Kaplan, \$420; Salvatore Lange, \$420; Nathan Levin, \$480; Dominick J. Porto, \$300; Thomas F. Reilly, \$300; Joseph Rosenberg, \$480; Raymond Shackleford, \$300; William Sheridan, \$480.

Bindery—J. Ritchie Patterson, \$1620; Margaret Crain, \$900; Agnes Donoghue, \$780; Mabel C. Folger, \$390; Hildagarde Gardner, \$390; Catherine Hatchell, \$540; Mary M. Hishen, \$1080; Catherine McNulty, \$390; Mamie Neylen, \$540.

Telephone Operator—Rebecca M. Burke \$720.

Engineers—Jacob Reitz, \$2500; Robert G. Allison, \$1500; Amby J. Beery, \$1020; Andrew E. Christophersen, \$1200; John Clarke, \$900; Thomas Davis, \$1020; John Guthrie, \$1020; Thomas Guthrie, \$1020; Ernest A. Hart, \$1600; Peter G. Ledebor, \$1500; Charles I. Moulton, \$1800; John Murray, \$900; Cosmo Pacente, \$780; John Stretch, \$1020; Thomas P. Conry, \$1100.

Janitors—James J. Linehan, \$1800; John Ampey, \$720; James Anderson, \$180; Josephena Anderson, \$600; William J. Beck, \$720; Harry S. Byers, \$900; Agnes F. Cronin, \$600; Alessandro Faroli, \$780; Joseph A. Gadwood, \$840; Mrs. Sarah Goodpasture, \$180; Mary Higgins, \$600; James F. Horan, \$900; Elmer Johnson, \$144; James C. King, \$900; William McDearmed, \$720; Ellen McDonald, \$600; John McKay, \$750; Margaret Meade, \$600; Peter Murphy, \$720; Catherine Murray, \$600; Annie O'Meara, \$600; Robert H. Proudie, \$750; John Renkoscicwicz, \$750; Martin Schnee, \$800; Emil Schoenbacher, \$840; William P. Shanley, \$720; William Vytlaclil, \$144; John M. Ward, \$720; George Woll, \$720. Elevator Operators—John R. Buster, \$750; John I. Byrne, \$800; Frederick Ferguson, \$750; Abraham L. Harris, \$750; Charles F. Jackson, \$750; Charles McDonough, \$750; John W. McLaughlin, \$660. Watchman—John Christian, \$900; Aaron S. Einstein, \$900; Christian Ullrich, \$1100. Carpenter—John P. Cunningham, \$4.80 per day.

Respectfully submitted,

F. H. RAWSON,

A. LAGORIO,

HORATIO L. WAIT,

Committee on Administration.

COMMITTEE ON BRANCHES.

In the absence of the Chairman, Director Stern presented the following report of the Committee:

CHICAGO, April 10, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Some dissatisfaction has been expressed by residents in the vicinity of the three reading rooms which are

about to be discontinued, their remonstrances having taken the form of formal communications to the Board, and in some instances personal calls at the office of the Librarian. We have ascertained that the dissatisfaction rests largely upon misapprehension, the patrons of the Library having assumed that no means would be given them for securing books from the Library except by coming to the central building after them. Upon learning that a number of stations with a daily service would replace the reading rooms, their remonstrances were withdrawn, although the hope was expressed that at no distant date it would be possible to supply in the localities represented by them circulating branches corresponding to those in other sections of the city. This hope the members of your Committee fully share.

An evidence of the interest taken in the new Hiram Kelly branch building, by the people of the community which it will serve, is shown by the petitions which have come to the Board asking for permission to use the assembly and club rooms provided in such building. Such use of the rooms is entirely in accord with the policy underlying the establishment of branch library buildings to serve as centers of community interests. Your Committee recommend that the following applications be granted:

Boys' Clubs and Girls' Clubs of the Englewood Juvenile Protective League, two evenings a week.

Central Improvement Association of Englewood, first Thursday evening of each month during the summer, and first and third Thursday of each month during the fall and winter.

Woman's City Club, Thirty-First Ward Branch, first Wednesday afternoon of each month.

The occupancy of the assembly hall and club rooms is conditioned upon the observance of such regulations as may be made from time to time.

Your Committee recommend that the application of John T. Reed and Lillian French Reed for the use of the auditorium for a concert be placed on file for the reason that vocal entertainment would prove an interference with the general work of the Library.

Respectfully submitted,

GRAHAM TAYLOR,

JULIUS STERN,

GEO. B. ARMSTRONG,

Committee on Branches.

Director Armstrong moved that the recommendations contained in the report be approved.

Carried.

Director Taylor entered the room and took his seat.

COMMITTEE ON DELIVERY STATIONS.

Director Frank, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Armstrong, Taylor, Stern, Lagorio, Rawson, Frank, Freeman, Wait and the President—9.

Nays—None.

Knox Automobile Co. of Illinois, automobile parts	\$ 51.73
Motor Supply Co., automobile supplies ..	11.99
Goldsmith Bros. Smelting and Refining Co., platinum wire	15.44
Standard Oil Co., gasoline	100.50
N. Y. & N. J. Lubricant Co., oil	37.40
Valvoline Oil Co., oil	14.25
J. M. Hecht Brass Works, brass castings ..	38.44
Hayes Wheel Co., set of wheels	19.20
Frank Seely, rehanging delivery station signs	7.00
	\$295.95

He, also, presented the following report of the Committee and moved that

the recommendations contained therein be adopted.

Carried.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Delivery Stations begs leave to report on the following matters in its hands and recommends

1. That delivery stations be opened as follows:

3169 N. Clark St., under the care of Christ Nast.

439 W. North Ave., under the care of John Stolley.

1615 Milwaukee Ave., under the care of L. Stoller.

2138 W. North Ave., Association House.

1163 Milwaukee Ave., under the care of W. Dyniewicz Publishing Co.

These stations are to take the place of delivery stations in branch reading rooms to be closed May 1, 1911.

2. That the resignation of Mrs. C. Rank, keeper of station No. 29 South, be accepted.

3. That the resignation of F. E. Sargent, keeper of station No. 12 North, be accepted, and that the station be placed under the care of Mrs. M. Parks, 5150 Evanston Ave.

4. That the petition of citizens of Edison Park for a delivery station in the store of Fred. P. Boyden be granted and that a station be opened with bi-weekly express service on the usual sixty days' trial without compensation.

5. That the following petitions for delivery stations be filed on account of the nearness of locations to stations already established:

M. D. Casella, 2101 Chicago Ave.

Jas. J. Koder, 1155 Webster Ave.

6. That the petition of L. E. Zapp, 3456 N. Hoyne Ave. for a delivery station in his store be placed on file until

such time as the streets in that vicinity are paved.

All of which is respectfully submitted,
MORTIMER FRANK,
HENRY V. FREEMAN,
GEO. B. ARMSTRONG,

Committee on Delivery Stations.

CHICAGO, April 10, 1911.

COMMITTEE ON BUILDINGS AND
GROUNDS.

Director Lagorio, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Armstrong, Taylor, Stern, Lagorio, Rawson, Frank, Freeman, Wait and the President—9.

Nays—None.

Lewis Institute, rent, W. Madison St. branch	\$ 100.00
Ben Ginsberg, rent, etc., Milwaukee Ave. branch	80.00
Albert W. Greene, rent, etc., North Clark St. branch	75.00
M. Kraska, rent, etc., W. 26th St. branch ..	65.00
Ernst Stock, Agt., rent, North Ave. branch	60.00
Morris A. Goldberger & Nathan A. Edenburg, rent, etc., Logan Blvd. branch ..	50.00
Wm. A. Giles, rent, etc., Austin branch ..	25.00
Chicago, Burlington & Quincy R. R. Co., rent, Lawndale branch	30.00
Peoples Gas Light & Coke Co., gas	59.42
Peoples Gas Light & Coke Co., arc lamp rental	17.20
Chicago Telephone Co., telephone service	53.13
Sanitary Office Towel Co., laundering towels	35.45
City Collector, City of Chicago, elevator inspections	20.00
The Draper Mfg. Co., thermometer charts	15.00
Haegle Ice Co., ice	14.40
Raymond Express Co., delivering mail ..	9.00
A. Hannibal, repairs to desk curtains ..	5.00
Chicago Evening Post, advertising	4.74
City Fuel Co., coal	1,231.24

Krehbiel Co., coal analysis	25.00
McMaster-Carr Supply Co., engineering supplies.....	14.06
Crandall Packing Co., engineering supplies.....	8.34
Guillott Metal Gasket and Supply Co., copper gaskets.....	4.43
D. J. Gallagher Mfg. Co., waste, etc.	27.13
John Lucas, paint	4.20
G. Bossenga, removing ashes.....	28.00
Illinois Electric Co., electrical supplies.	10.33
Perkins Machine Co., repairs to elevator armature, etc.....	36.61
Otis Elevator Co., repairs to elevator ...	18.00
James S. Kirk & Co., soft soap.....	19.90
William Dille, dusters	10.00
Eclipse Marble Cleaner, marble cleaner.	8.00
Library Bureau, oak second-hand unit with lock, etc.....	29.05
James L. Monaghan & Co., third installment on liability insurance	331.00
Eliel & Loeb, insurance on books at bindery (3115 Osgood St.).....	15.00
Davia Bros., two pieces of marble.	5.00
Commonwealth Edison Co., lighting Blackstone Library.....	32.45
H. G. Wilson, Sec'y, cash expenses during March, 1911.....	94.91
E. P. Strandberg Co., fifth payment, general work, Kelly Branch	6,000.00
	<u>\$8,721.02</u>

Director Lagorio, also, presented the following report of the Committee and moved its adoption.

Carried.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Buildings and Grounds begs leave to report on the following matters in its hands:

That the request of the Citizens Health Alliance of Chicago, for the use of assembly hall one evening of each month for lectures, be granted.

That the request of Miss L. B. Springer, Sec'y of the Chicago Chapter of the American Woman's League, for the use of assembly hall on the first and third Monday evenings of each month for meetings of that league, be granted.

The above requests are granted with

the understanding that the permission may be revoked any time that the Board sees fit.

All of which is respectfully submitted,

A. LAGORIO,

F. H. RAWSON,

HORATIO L. WAIT,

Committee on Buildings and Grounds.
CHICAGO, April 10, 1911.

He, also, moved, on behalf of the Committee, that the Secretary be given authority to advertise for proposals for supplying the Library with coal for the year beginning July 1, 1911; the contract for coal to be let on the same basis as the present contract, and that the Krehbiel Company be retained as analyzing engineers at an expense not to exceed \$25.00 per month.

Carried.

Yeas—Directors Armstrong, Taylor, Stern, Lagorio, Rawson, Frank, Freeman, Wait and the President—9.

Nays—None.

He, also, moved that the Secretary be authorized to enter into an agreement with W. V. Geary, for sprinkling and cleaning the streets and sidewalks on the Lake and Washington avenue sides of the Blackstone Branch Library building for the season, beginning April 1st to November 30th, for the sum of \$50.00.

Carried.

COMMITTEE ON FINANCE.

Director Rawson, Chairman, presented the bill of the International Audit Company in the sum of \$25.00, for auditing the books and accounts of the Public Library for the quarter ended November 30, 1910, and moved that the bill be ordered paid.

Carried.

REPORTS OF OFFICERS.

The Librarian presented his report for the month of March, 1911, which was received and ordered published.

He, also, reported that the Health Department Bulletin strongly urged the abolishment of the public drinking cup.

Director Taylor moved that the question of installing sanitary drinking fountains, in the Public Library and its branches, be referred to the Committee on Building and Grounds for report.

Carried.

The Board then went into

EXECUTIVE SESSION.

Director Armstrong acting as secretary.

Director Taylor moved that the Librarian and Secretary be commissioned to represent the Chicago Public Library at the American Library Association conference to be held at Pasadena, California,

beginning May 18, 1911, and that a sum not to exceed \$150.00 be allowed each for expenses.

Carried.

Yeas—Directors Armstrong, Taylor, Stern, Lagorio, Rawson, Frank, Freeman, Wait and the President—9.

Nays—None.

The Board then resumed open session.

Director Armstrong reported the action of the executive session and moved that this action be made the action of the Board.

Carried.

Yeas—Directors Armstrong, Taylor, Stern, Lagorio, Rawson, Frank, Freeman, Wait and the President—9.

Nays—None.

On motion of Director Frank, the Board adjourned.

H. G. WILSON,

Secretary.

REPORT OF LIBRARIAN FOR MARCH, 1911.

CIRCULATION OF BOOKS.

The number of books taken from the Library for home use during the month of March, 1911, was 238,849, against 182,921 for the corresponding month of the previous year. The circulation from branches, including volumes supplied through the Stations Department, was as follows:

BRANCH	DIRECT	STATION	TOTAL
Blackstone Branch.....	7,621	560	8,181.
Lewis Institute Branch...	8,022	1,156	9,178
Burr School Branch.....	4,385	138	4,523
Austin Branch.....	6,238	478	6,716
West Park No. 1 Branch.	3,048	298	3,346
West Park No. 2 Branch.	4,628	992	5,620
Lincoln Center Branch...	5,060	655	5,715
Lawndale Branch.....	4,136	124	4,260

West 26th Street Branch..	3,756	659	4,415
Hebrew Institute Branch..	4,353	2,988	7,341
Mark White Branch.....	2,878	226	3,104
Sherman Park Branch....	3,773	599	4,372
Cornell Branch.....	2,388	241	2,629
Logan Square Branch....	4,429	175	4,604
Seward Park (opened for circulation March 13)...	526	918	1,444
Other Agencies.....	8,492	3,012	11,504

The circulation department was open on 27 week days. The daily average week day circulation was 8,846. The circulation from the Open Shelf room was 23,188.

REFERENCE ROOM.

	1911.	1910.
Number of recorded visitors.....	16,825	13,820
Books issued from stacks.....	42,437	36,805

No record was kept of the number of visitors who consulted the books on the open shelves.

THOMAS HUGHES READING ROOM FOR YOUNG PEOPLE.

Mean attendance per hour, 17. Average maximum attendance per hour, 23. Total attendance, 4,417. Books circulated, 1,674.

ROOM FOR ART BOOKS.

Visitors, 3,409. Books consulted, 11,045.

PATENTS AND PUBLIC DOCUMENTS.

	1911.	1910.
Number of visitors.....	3,133	2,818
Volumes consulted.....	14,239	12,734

BOUND NEWSPAPERS AND BOOKS FOR THE BLIND.

Visitors, 534. Bound newspapers consulted, 847. Books for the blind circulated, 207.

READING ROOM.

Periodicals issued at counter, 12,987. No record kept of use of periodicals and newspapers on open stands and racks. Mean attendance per hour, 263. Average maximum attendance per hour, 401.

BRANCH READING ROOMS.							
Av. Attendance at close of each hour.		Average Maximum Attendance.		Sunday Av.	Books Circulated Station.	Books Circulated Direct.	
No. 1.....	33		44		51	4,482	
No. 2....	10		19		62	124	 4,136
No. 3....	23		35		29	1,457	
No. 4....	18		27		162	659	 3,756
No. 5.....	22		43		35	992	 4,628
No. 6.....	41		56		219	1,156	 8,022
No. 7.....	19		34		220	1,668	
No. 8.....	17		28		32	538	
No. 9.....	16		36		132	1,133	
No. 10.....	16		22		33	787	
No. 11.....	17		32		50	1,409	
No. 12.....	26		37		126	2,177	
No. 13.....	14		24		27	175	 4,429
No. 14.....	22		28		138	298	 3,048
No. 15.....	21		31		32	995	
No. 16....	32		49		184	138	 4,385
No. 17.....	30		56		133	2,988	 4,353
No. 18.....	13		22		84	478	 6,238
No. 19.....	11		27		78	655	 5,060
No. 20.....	15		28		131	226	 2,878
No. 21.....	21		36		187	599	 3,773
No. 22.....	12		26		140	241	 2,388
No. 23....	(Opened March 13.)					918	 526
Blackstone..	18		34		156	560	 7,621

DELIVERY STATIONS.

The number of books issued from 100 delivery stations was 106,673, against 111,589 from 86 stations for the same month of the preceding year.

REGISTRATION.

The number of cards issued on new registrations and re-registrations was 5,282. The registration of March, 1910, was 4,670. The number of three-year cards outstanding is 128,682. Number of non-fiction cards issued in March, 1911, was 2,417.

BINDING DEPARTMENT.

Number of books at binderies March 1, 1911.....	5,867
Number of books sent to binderies in March, 1911.....	5,027

Total number of books at binderies in March, 1911.....	10,894
Number of books received from binderies in March, 1911.....	4,445
Number of books at binderies March 31, 1911.....	6,449
Number of books repaired in library in March, 1911.....	5,288

GROWTH OF THE LIBRARY.

The total number of volumes in the Library March 31, 1911, was 441,565. Received since June 1, 1910, 47,316; since March 1, 1911, 4,338. Books discarded since June 1, 7,998; since March 1, 1,224. Books lost and paid for since June 1, 647; since March 1, 77. Books found and money refunded since June 1, 131; since March 1, 18.

HENRY E. LEGLER,
Librarian.

CHICAGO, April 10, 1911.

April 10.]

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BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, APRIL 24, 1911.

OFFICIAL RECORD.

There were present the President, Director Roulston, in the chair, and Directors Armstrong, Taylor, Stern, Lagorio, Frank, Freeman and Wait.

Absent—Director Rawson.

MINUTES APPROVED.

On motion of Director Frank, the minutes of the regular meeting held April 10, 1911, were approved as recorded and printed, without being read.

COMMUNICATIONS.

Communications were received as follows:

From Dr. H. I. Van Tuyl, chairman of the board of directors of the Englewood Branch of the Chicago Dental Society, requesting permission to hold the meetings of that society in the assembly hall of the Hiram Kelly Branch on the second Tuesday evening of each month, excepting June, July and August.

Referred to the Committee on Branches.

From Mrs. Henry Solomon, chairman

of the Conference of Jewish Women's Organizations, requesting permission to use the Directors' room on the fourth Monday of each month, two to four o'clock p. m., for meetings of the conference.

Director Armstrong moved that the petition be granted.

Carried.

The following resignations of delivery station keepers were received and referred to the Committee on Delivery Stations:

Mrs. J. Scanlan, 4 South.
Hugh Killacky, 29 South.
Ida Barker, 17 South.
Mrs. C. A. McDonald, 29 West.

Petitions for appointments as keepers of delivery stations from the following named persons were referred to the Committee on Delivery Stations:

Mrs. Mary Nolan,
Mrs. Mary Blenkinsop,
F. M. Germaine.

From Christian A. Lange, resigning his position in the Library service

Director Frank moved that the resignation be accepted.

Carried.

COMMITTEE ON LIBRARY.

Director Stern, Chairman, presented the following report of the Committee and moved that the recommendation be concurred in.

Carried.

Yeas—Directors Armstrong, Taylor, Stern, Lagorio, Frank, Freeman, Wait and the President—8.

Nays—None.

CHICAGO, April 24, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Library have approved lists of books comprised in the following schedule and recommend the purchase of the same:

Current American books—112 vols.—\$105.00.

Books for deposit collection—321 vols.—\$204.00.

Miscellaneous books—38 vols.—\$37.00.

Books for branches (Kelly fund)—1070 vols.—\$920.00.

Juvenile books for Burr School branch (Kelly fund)—151 vols.—\$51.00.

Total:

General fund: 471 vols.—\$346.00

Kelly fund: 1221 vols.—\$971.00

Respectfully submitted,

JULIUS STERN,
GRAHAM TAYLOR,
MORTIMER FRANK,
Committee on Library.

COMMITTEE ON DELIVERY STATIONS.

Director Frank, Chairman, presented the following report of the Committee

and moved that the recommendations be concurred in.

Carried.

CHICAGO, April 24, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Delivery Stations begs leave to report on the following matters in its hands and recommends as follows:

1. That the following resignations of delivery station keepers be accepted:

Mrs. J. Scanlan, 563 W. 43d street, 4 South.

Miss Ida Barker, 1304 E. 63d street, 17 South.

Hugh Killackey, 9421 Cottage Grove avenue, 29 South.

Mrs. C. A. McDonald, 426 N. Kedzie avenue, 29 West.

2. That the following named persons be appointed keepers of delivery stations in place of the above delivery station keepers resigned:

Mrs. Mary Nolan, 563 W. 43d street, 4 South.

F. M. Germaine, 1304 E. 63d street, 17 South.

Mrs. Mary Blenkinsop, 426 N. Kedzie avenue, 29 West.

Your Committee has been unable to find a location for the delivery station at Burnside (Hugh Killackey, 9421 Cottage Grove avenue) and would recommend that this station be temporarily closed.

All of which is respectfully submitted,

MORTIMER FRANK,
GEO. B. ARMSTRONG,
HENRY V. FREEMAN,

Committee on Delivery Stations.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Lagorio, Chairman, presented the following report of the Committee and moved that the report be concurred in.

Carried.

Yeas—Directors Armstrong, Taylor, Stern, Lagorio, Frank, Freeman, Wait and the President—8.

Nays—None.

CHICAGO, April 24, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Buildings and Grounds begs leave to report on the following matters and recommends as follows:

1. That the Secretary be authorized to purchase 300-25 Watt Mazda lamps, and 100-40 Watt Mazda lamps for the sum of \$202.73.

2. That the Secretary be authorized to sign a contract with J. F. McGuire for sprinkling Washington and Randolph streets and Garland Court sides of the Public Library building for the season, May 1st to October 31st, for the sum of \$20.00 per month.

All of which is respectfully submitted,

A. LAGORIO,

HORATIO L. WAIT,

Committee on Buildings and Grounds.

SPECIAL COMMITTEES.

Director Lagorio, Chairman of the Special Committee on Hiram Kelly Branch, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Armstrong, Taylor, Stern, Lagorio, Frank, Freeman, Wait and the President—8.

Nays—None.

CHICAGO, April 24, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Special Committee on Hiram Kelly Branch begs leave to report on its action in the following matters and asks the concurrence of the Board:

1. In response to an advertisement for

miscellaneous furniture and Battleship linoleum bids were received as follows:

Miscellaneous Furniture:

Library Bureau.....\$645.00

Otis Desk Company..... 604.00

The Newton & Hoyt Co.... 547.00

Linoleum:

Marshall Field & Co..... 648.00

O. W. Richardson & Co... 643.79

Carson, Pirie, Scott & Co.. 637.87

Mandel Bros..... 621.00

After consideration of the bids, your Committee has awarded contracts as follows:

For miscellaneous furniture, The Newton & Hoyt Co., for the sum of \$547.00.

For linoleum, Mandel Bros., for the sum of \$621.00; contracts being awarded to the lowest bidder in each case.

2. Your Committee has also awarded a contract to the Library Bureau for a charging desk, in accordance with sketches and drawings submitted by the Librarian, for the sum of \$495.00.

3. Also for the refinishing of eleven dozen chairs, six tables and two magazine racks for the sum of \$220.00.

4. The contract for the electric lighting fixtures has been awarded to the Central Electric Company for the sum of \$756.00.

5. Your Committee also recommends that a contract be made with A. H. Andrews Co., for 200 oak portable chairs for the sum of \$260.00.

All of which is respectfully submitted,

A. LAGORIO,

HORATIO L. WAIT,

H. G. WILSON,

HENRY E. LEGLER,

Special Committee on Hiram Kelly Branch.

REPORTS OF OFFICERS.

The Secretary presented the following report, which was received and placed on file.

CHICAGO, April 24, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen: — The City of Chicago formally took over the public property and records of the Village of Morgan Park, Friday, April 21st inst., and, on the advice of the Corporation Counsel of Chicago, I appeared in person at the Public Library in Morgan Park, and formally took possession of the building and its contents in the name of the Library Board.

A complete inventory of the contents of the Library is now being made which, together with the records, insurance policies,

etc., will be turned over to this Board in the near future.

The librarian-in-charge was given instructions to continue the work of the library, as it had been under the Morgan Park Board of Trustees, until future notice from the Librarian.

Respectfully submitted,

H. G. WILSON,

Secretary.

On motion of Director Freeman, the Board adjourned.

H. G. WILSON,

Secretary.

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, MAY 8, 1911.

OFFICIAL RECORD.

There were present the President, Director Roulston, in the chair, and Directors Armstrong, Taylor, Stern, Lagorio, Rawson, Frank, Freeman and Wait.

Absent—None.

MINUTES APPROVED.

On motion of Director Frank, the minutes of the regular meeting held April 24, 1911, were approved as recorded and printed, without being read.

COMMUNICATIONS.

Communications were received as follows:

From Dr. L. F. Ingersoll, requesting the use of the assembly hall, in the Hiram Kelly Branch, for meetings of the Englewood Homeopathic Medical Association on the second Tuesday evening of each month.

Referred to the Committee on Branches.

From C. Ericson, 3406 Fullerton avenue, accompanied by a petition from citi-

zens in that vicinity, praying the Board to establish a delivery station at his store.

Referred to the Committee on Delivery Stations.

From citizens in the vicinity of 3002 Cheltenham place, praying the Board to establish a delivery station at that number.

Referred to the Committee on Delivery Stations.

UNFINISHED BUSINESS.

Director Freeman moved that the Board now take up the question of the extension of the lease of Memorial Hall.

After a consideration of the matter, Director Taylor moved that the question be re-referred for further consideration, and that the Committee be requested to report Monday, May the 15th next.

The motion prevailed.

Yeas—Directors Armstrong, Taylor, Stern, Lagorio, Rawson, Frank, Freeman and the President.—8

Nays—Director Wait—1.

Director Rawson moved that when the Board adjourns it adjourn to meet Monday, May 15, 1911, at five o'clock p. m.

Carried.

COMMITTEE ON LIBRARY.

Director Stern, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Armstrong, Taylor, Stern, Lagorio, Rawson, Frank, Freeman, Wait and the President—9.

Nays—None.

A. C. McClurg & Co., books.....	\$ 937.78
Walter M. Hill, books.....	144.08
O. G. Waffle, books.....	89.50
Gyldendal Publishing House, books...	68.25
R. B. Peattie, books.....	29.04
N. Liebschultz, books.....	18.00
The American Association for Labor Legislation, books.....	15.00
Yale University Press, books.....	14.40
Erick H. Hart, books.....	8.50
D. O. Haynes & Co., books.....	6.00
A. Kroch & Co., books and subscriptions.....	24.28
The Boston Book Co., books and subscriptions.....	12.70
R. S. Henshaw, subscriptions to newspapers.....	21.30
Bennett's Newspaper and Magazine Agency, subscriptions.....	10.85
The Moon Society, subscription £1/1/- (est.).....	5.11
Matthew Bell & Co., books and binding £12/12/- (est.).....	61.32
Geo. E. Koehler, binding.....	743.28
John Seybold, binding.....	559.55
Max Stockmar & Sons, binding.....	66.15
Arabol Mfg. Co., glue.....	4.00
J. W. Butler Paper Co., paper (English prose fiction, fdg. list).....	471.20
Schulkins & Co., presswork and binding finding lists.....	202.25
James Watson & Co., printing minutes, bulletins, etc.....	132.60

Dwight Bros. Paper Co., paper.....	18.00
Cameron, Amberg & Co., library cards, report cards, etc.....	38.85
Max Stern's Sons, book slips.....	8.75
Library Bureau, cards.....	16.00
Bradner Smith & Co., paper.....	11.45
Dennison Mfg. Co., gummed paper, etc.	9.40
Geo. E. Cole & Co., miscellaneous stationery.....	38.44
H. S. Parrish & Co., rubber bands, rubber stamps, etc.....	13.85
The Hammond Typewriter Co., type-writing shuttles, shields, etc.....	6.50
Burk & Atwell, photographs of branches	35.00
Chicago Transparency Co., lantern slides.....	19.40
H. G. Wilson, Secretary, cash expenses April, 1911.....	184.56
	<u>\$4,045.34</u>

He, also, presented the following schedule of bills to be paid from the Kelly & Ryder fund income accounts, and moved that the bills be paid.

Carried.

Yeas—Directors Armstrong, Taylor, Stern, Lagorio, Rawson, Frank, Freeman, Wait and the President—9.

Nays—None.

HIRAM KELLY FUND INCOME.

A. C. McClurg & Co.....	\$3,607.14
R. B. Peattie.....	101.75
O. G. Waffle.....	42.50
Clement V. Ritter.....	38.00
The Anti-Cruelty Society.....	7.00
Geo. Engelke.....	6.00
M. E. Ahern.....	4.00
	<u>\$3,806.39</u>

RYDER FUND INCOME.

Berlin Photographic Co.....	\$37.05
George Busse.....	16.80
	<u>\$53.85</u>

He, also, presented a list of bills for miscellaneous books, continuations and subscriptions, amounting to \$28.60, and moved that the bills be paid from the incidental fund.

Carried.

He, also, presented the following report of the Committee and moved that the recommendation be concurred in.

Carried.

Yeas—Directors Armstrong, Taylor, Stern, Lagorio, Rawson, Frank, Freeman, Wait and the President—9.

Nays—None.

CHICAGO, May 8, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Library have approved the lists of books embraced in the schedule presented herewith and recommend the purchase of the same.

Current American books—124 vols.—\$126.00.

Current English books—14 vols.—\$26.00.

Miscellaneous books to be replaced—33 vols.—\$40.00.

Extra copies of miscellaneous books—12 vols.—\$9.00.

Juvenile books to be replaced—1590 vols.—\$1000.00.

List of Dramas—31 vols.—\$33.00.

Books for school deposit collection—2188 vols.—\$1600.00.

Miscellaneous books—40 vols.—\$85.90.

Total: 4032 vols.—\$2919.90.

Books for Hiram Kelly Branch—214 vols.—\$220.00.

Books for branches—1050 vols.—\$875.00.

Kelly fund:

Total: 1264 vols.—\$1095.00.

Miscellaneous periodicals, 6 months' subscription.

Estimated cost, Kelly fund—\$18.00.

General fund—\$5.00.

Respectfully submitted,

JULIUS STERN,

MORTIMER FRANK,

Committee on Library.

Director Stern, also, moved that an order for periodical binders for the Kelly Branch, at an estimated cost of \$75.00, be given to The Feldmann System Mfg. Co., the bill to be paid from the Kelly fund income.

Carried.

COMMITTEE ON ADMINISTRATION.

Director Rawson, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

CHICAGO, May 8, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Pending the announcement of the result of an examination for library assistants given by the Civil Service Commission, your Committee on Administration have authorized the following temporary appointments:

Harriet Baer, May 8, \$420 per year.

Edith I. Bredin, May 1, \$420 per year.

Edith Kammerling, May 1, \$420 per year.

Winifred J. Lagorio, May 1, \$420 per year.

Faith Mix, May 1, \$420 per year.

The following resignations have been received and their acceptance is recommended with authority to the Librarian to fill the positions by requisition on the Civil Service Commission:

J. Norman Farnum, page, April 25.

Christian A. Lange, junior assistant, April 17.

Hymen Raclin, page, April 26.

Gerald Kinsella, page, May 11.

Leaves of absence are recommended as follows, being on account of illness in both cases:

Mary A. Swift, for two months from May 22.

Walter F. Hickey, for two months from May 24.

Respectfully submitted,

F. H. RAWSON,

A. LAGORIO,

HORATIO L. WAIT,

Committee on Administration.

Director Rawson, also, presented the following list of vacancies and appointments from March 1st to May 6th inclusive, which was received and ordered published.

Adah M. Anderson, general library assistant, appointed temp. April 3, \$420 per year.

Helen L. Barker, general library assistant, appointed temp. March 20, \$420 per year.

John W. Barta, page, appointed April 5, \$300 per year.

Caroline Bernhardt, library assistant—Order Division, appointed April 26, \$660 per year (Promotional).

Harry Bowen, elevator operator, appointed temp. April 6, \$660 per year.

Edith I. Bredin, general library assistant, appointed temp. May 1, \$420 per year.

Joseph Burien, elevator operator, appointed temp. April 15, \$660 per year; separated April 24.

John I. Byrne, elevator operator, transferred to another city department April 11.

Minnie S. Clark, branch librarian, appointed April 26, \$660 per year (Promotional).

Morton Cohen, page, separated April 2; appointed Civil Service April 3, \$300 per year.

Joseph N. Farnum, page, resigned April 25.

Elmer W. Ferdinand, page, appointed temp. March 15, \$300 per year.

Frederick C. Ferguson, elevator operator, transferred to another city department April 15.

Morris Fieldman, page, appointed temp. April 8, \$300 per year.

Herman R. Gorelick, page, separated April 24.

Abraham L. Harris, elevator operator, discharged April 17.

Fred Hermann, page, appointed temp. March 20, \$300 per year; separated April 2.

Esther D. Hunt, junior assistant, resigned March 19.

James Hunt, elevator operator, appointed temp. April 26, \$660 per year.

Edith Kammerling, general library assistant, appointed temp. May 1, \$420 per year.

Lee Kind, page, appointed temp. April 3, \$300 per year; separated April 3.

Winifred J. Lagorio, general library assistant, appointed temp. May 1, \$420 per year.

Christian A. Lange, junior assistant, resigned April 17.

Ralph T. McGrath, page, appointed temp. April 26, \$300 per year.

John W. McLaughlin, elevator operator, appointed temp. March 14, \$660 per year.

Annie Madigan, janitress, transferred to another city department March 16.

Joseph D. Matthews, page, separated April 6.

George Menyea, page, appointed April 5, \$300 per year.

Faith Mix, general library assistant, appointed temp. May 1, \$420 per year.

Mary D. O'Connor, janitress, reinstated May 1, \$600 per year.

Annie O'Meara, janitress, appointed temp. March 13, \$600 per year; separated April 29.

James J. Pagliughi, page, separated April 1.

Marie G. Patrick, junior assistant, resigned March 1.

Hymen Raclin, page, resigned April 26.

Isaac Rosenfeldt, page, appointed temp.

April 27, \$300 per year.

Eli H. Schultz, page, separated April 25.

James T. Slattery, page, appointed temp. March 20, \$300 per year.

Maurice Stahl, page, separated April 1.

Renee B. Stern, supervisor of Home Education, separated April 27; appointed supervisor of special deposits April 28, \$1,200 per year.

George B. Voss, page, appointed April 5, \$300 per year.

Walter R. Youngberg, page, resigned March 4.

Fannie Zacharias, junior assistant—branch librarian, separated March 27; appointed temp. as junior assistant—special catalogue assistant—April 3, \$900 per year.

COMMITTEE ON BRANCHES.

Director Taylor, Chairman, presented the following report and moved its adoption.

Carried.

CHICAGO, May 8, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Branches submit the following resolution and recommend its adoption:

RESOLVED, That the usual Sunday closing for the summer of all branches and reading rooms be and the same is hereby authorized for the period beginning June 15 and ending September 15.

Respectfully submitted,

GRAHAM TAYLOR,

JULIUS STERN,

GEO. B. ARMSTRONG,

Committee on Branches.

COMMITTEE ON DELIVERY STATIONS.

Director Frank, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Armstrong, Taylor, Stern, Lagorio, Rawson, Frank, Freeman, Wait and the President—9.

Nays—None.

Knox Automobile Co. of Illinois, automobile parts	\$100.35
Standard Oil Co., gasoline	81.23
Valvoline Oil Co., oil	13.95
Firestone Tire and Rubber Co., rubber tires, etc.	123.45
Samuel Harris & Co., drills, wrenches, blades, files	9.71
Crerar, Adams & Co., tubing	6.06
Motor Car Supply Co., automobile supplies	5.45
Chicago Mine and Supply Co., leather belting	4.40
J. M. Hecht Brass Works, bronze castings	13.00
American Battery Co., repairing storage batteries	6.75
Wayman & Murphy, automobile part....	4.10
Frank Seely, delivery station signs, etc....	36.00
	\$404.45

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Lagorio, Chairman, presented the following bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Armstrong, Taylor, Stern, Lagorio, Rawson, Frank, Freeman, Wait and the President—9.

Nays—None.

Lewis Institute, rent, W. Madison St. branch	\$ 100.00
M. Krska, rent, etc., W. 26th St. branch..	65.00
Morris A. Goldberger & Nathan A. Edenburg, rent, etc., Logan Blvd. branch..	50.00
Chicago, Burlington & Quincy R. R. Co., rent, Lawndale branch	30.00
Wm. A. Giles (F. A. Hill & Co., Agts.), rent, etc., Austin branch	30.00
Peoples Gas Light & Coke Co., gas	40.65
Chicago Telephone Co., telephone service	62.25
A. Heurotin Co., soap	36.00
The Sanitary Office Towel Co., laundering towels	28.07

The Haegle Ice Co., ice.....	14.02
C. A. Coey Auto Service Co., automobile hire.....	24.00
Raymond Express Co., delivering mail..	9.00
City Collector, City of Chicago, street car books.....	10.60
City Fuel Co., coal.....	882.58
Krehbiel Co., coal analysis ..	25.00
Dearborn Drug & Chemical Works, oil..	57.33
Lammert & Mann, labor, fittings, etc., for governor	5.30
D. J. Gallagher Mfg. Co., wipers	5.25
Crosby Steam Gage and Valve Co., seats and discs.....	4.20
G. Bossenga, removing ashes.....	19.50
Illinois Electric Co., electrical sup.....	8.25
Gallagher & Speck, repairs to elevators...	58.65
James S. Kirk & Co., soft soap and soap powder	26.84
Remien & Kuhnert Co., varnish, lead, putty, etc.....	20.99
Bullard & Gormley Co., hardware.....	5.61
Commonwealth Edison Co., electrical current.....	52.39
L. H. Prentice Co., fourth payment steam heating, etc., Kelly Branch.....	500.00
H. G. Wilson, Sec'y, cash expenses April, 1911.....	286.42
	<u>\$2,457.90</u>

Director Lagorio also recommended, on behalf of the Committee, that an order be given to Mandel Bros. for eight window shades complete, one large segment and three opaque shades, for the sum of \$44.13.

2. That an order be given to Peter Van Schaack & Sons for one bale of sponges at a cost not to exceed \$75.00.

3. That an order be given to Joseph Halsted Co., to replace the angle irons supporting the sidewalk lights around the Library building, for the sum of \$71.50.

4. That the proposal of the International Time Recording Co. to install a new time clock, with a supply of one thousand cards, in exchange for the old time clock and \$120.00, be accepted.

Director Lagorio moved that the recommendations of the Committee be concurred in.

Carried.

Yeas—Directors Armstrong, Taylor, Stern, Lagorio, Rawson, Frank, Freeman, Wait and the President—9.

Nays—None.

REPORTS OF OFFICERS.

The Librarian presented his report for the month of April, 1911, which was received and ordered published.

The Secretary presented an inventory of the George C. Walker Library at Morgan Park, which was received and filed.

On motion of Director Rawson, the Board adjourned.

H. G. WILSON,
Secretary.

REPORT OF LIBRARIAN FOR APRIL, 1911.

CIRCULATION OF BOOKS.

The number of books taken from the Library for home use during the month of April, 1911, was 209,151, against 162,825 for the corresponding month of the previous year. The circulation from branches, including volumes supplied through the Stations Department, was as follows:

BRANCH	DIRECT	STATION	TOTAL
Austin Branch.....	5,660	441	6,101
Blackstone Branch.....	6,891	416	7,307
Burr School Branch.....	3,962	137	4,099
Cornell Branch.....	2,170	166	2,336
Hebrew Institute Branch..	3,974	2,405	6,379
Lawndale Branch.....	3,744	140	3,884
Lewis Institute Branch...	7,378	953	8,331
Lincoln Center Branch...	4,674	600	5,274
Logan Square Branch...	3,838	218	4,056
Mark White Branch.....	2,681	197	2,878
Seward Park Branch....	949	641	1,590
Sherman Park Branch...	3,472	514	3,986
West Park No. 1 Branch..	2,622	277	2,899
West Park No. 2 Branch..	3,838	917	4,755
West 26th Street Branch..	3,080	540	3,620
Other Agencies.....	8,518	3,188	11,706

The circulation department was open on 25 week days. The daily average week day circulation was 8,366. The circulation from the Open Shelf room was 19,263.

REFERENCE ROOM.

	1911.	1910.
Number of recorded visitors.....	16,185	11,494
Books issued from stacks.....	41,424	29,755

No record was kept of the number of visitors who consulted the books on the open shelves.

THOMAS HUGHES READING ROOM FOR YOUNG PEOPLE.

Mean attendance per hour, 16. Average maximum attendance, per hour, 21. Total attendance, 3,508. Books circulated, 1,494.

ROOM FOR ART BOOKS.

Visitors, 2,639. Books consulted, 8,436.

PATENTS AND PUBLIC DOCUMENTS.

	1911.	1910.
Number of visitors.....	2,990	2,384
Volumes consulted.....	11,968	10,971

BOUND NEWSPAPERS AND BOOKS FOR THE BLIND.

Visitors, 366. Bound newspapers consulted, 600. Books for the blind circulated, 153.

READING ROOM.

Periodicals issued at counter, 11,564. No record kept of use of periodicals and newspapers on open stands and racks. Mean attendance per hour, 245. Average maximum attendance per hour, 336.

BRANCH READING ROOMS.

DINNER READING ROOMS.					Books Circulated Station.	Books Circulated Direct.		
Av. Attendance at close of each hour.		Average Maximum Attendance.		Sunday Av.				
No. 2	8		17		61	140		3,744
No. 4	14		24		108	540		3,080
No. 5	22		38		35	917		3,838
No. 6	37		51		208	953		7,378
No. 7	20		35		254	1,464		
No. 8	17		25		33	507		
No. 9	14		22		107	959		
No. 10	17		24		35	629		
No. 11	17		32		44	1,125		
No. 13	13		18		18	218		3,838
No. 14	19		26		91	277		2,622
No. 15	21		31		37	761		
No. 16	30		48		102	137		3,962
No. 17	27		49		81	2,405		3,974
No. 18	11		19		53	441		5,660
No. 19	8		16		79	600		4,674
No. 20	14		26		177	197		2,681
No. 21	19		36		169	514		3,472
No. 22	11		24		147	166		2,170
No. 23	..		..			641		949
Blackstone . .	17		39		147	416		6,891

DELIVERY STATIONS.

The number of books issued from 103 delivery stations was 91,083, against 99,372 from 86 stations for the same month of the preceding year.

REGISTRATION.

The number of cards issued on new registrations and re-registrations was 4,047. The registration of April, 1910, was 3,497. The number of three-year cards outstanding is 129,713. Number of non-fiction cards issued in April, 1911, was 1,571; juvenile cards issued, 3,673.

BINDING DEPARTMENT.

Number of books at binderies April 1, 1911.....	6,449
Number of books sent to binderies in April, 1911.....	2,902
Total number of books at binderies in April, 1911.....	9,351
Number of books received from binderies in April, 1911.....	3,460
Number of books at binderies April 30, 1911.....	5,891
Number of books repaired in library in April, 1911	3,620

GROWTH OF THE LIBRARY.

The total number of volumes in the Library April 30, 1911, was 445,497. Received since June 1, 1910, 52,372; since April 1, 1911, 5,056. Books discarded since June 1, 9,054; since April 1, 1,056. Books lost and paid for since June 1, 719; since April 1, 71. Books found and money refunded since June 1, 135; since April 1, 4.

HENRY E. LEGLER,
Librarian.

CHICAGO, May 8, 1911.

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

ADJOURNED REGULAR MEETING.

CHICAGO, MONDAY, MAY 15, 1911.

OFFICIAL RECORD.

There were present the President, Director Roulston, in the chair, and Directors Armstrong, Taylor, Stern, Lagorio, Frank, Freeman and Wait.

Absent—Director Rawson.

The Secretary of the Board being absent, the President designated the Assistant Librarian to serve as Acting Secretary for the meeting.

COMMUNICATIONS.

The following communication was received:

“April 25, 1911.

“*Mr. Harry G. Wilson,*

“*Secretary Public Library Board,*

“*Chicago, Ill.*

“*Dear Sir:*—Will you kindly give me the following information?

“1. The number of kilowatt hours of electricity consumed by the library during the year.

“2. The amount of the peak of the load.

“3. The cost per kilowatt hour to the library.

“Yours very truly,

“Robert R. McCormick.”

Referred to the Committee on Buildings and Grounds.

UNFINISHED BUSINESS.

Director Lagorio, Chairman of the Committee on Buildings and Grounds, reported verbally that an agreement had been reached in the matter of extension of the lease of Memorial Hall, after a conference with a committee of the Memorial Hall Association, based upon certain offers made in writing by the latter committee.

Director Freeman read the statement of said offers as follows:

The undersigned, constituting a committee of the Grand Army Hall and Memorial Association of Illinois, appointed by said Association on the 11th of May A. D. 1911 with power to act, to confer with a committee of the Public Library

Board with reference to an extension of the lease of said Grand Army Hall and Memorial Association of Illinois, of the premises occupied by said Association in the Public Library building under said lease for a period of twenty (20) years from January 1, 1928, do hereby offer and agree with said Public Library Board as a consideration for such extension that the said Grand Army Hall and Memorial Association of Illinois shall surrender to the Public Library for its use for library purposes the two rooms known and mentioned in said lease as situated on the mezzanine floor over the rooms on the second floor occupied by said Grand Army Hall and Memorial Association of Illinois under said lease at such time after the year A. D. 1921 as the Public Library Board may at that time determine for use by said Public Library for its library purposes.

And further agree that said Grand Army Hall and Memorial Association of Illinois shall at that time raise no objection to the use of such space by said Public Library for library purposes on the ground or entrance floor under the Memorial Hall, leaving, however, an entrance to the stairway leading up to said Memorial Hall such as shall architecturally and otherwise be suitable and appropriate.

WALTER R. ROBBINS,
JOSEPH ROSENBAUM,
GEORGE MASON.

Director Armstrong moved that this offer be accepted.

Carried.

Yeas—Directors Armstrong, Stern, Lagorio, Frank, Freeman, Wait and the President—7.

Nays—None.

Director Taylor not voting.

Director Freeman moved that the extension of the lease of Memorial Hall be executed by the President and Secretary

of the Board in accordance with the foregoing proposition.

Carried.

Yeas—Directors Armstrong, Taylor, Stern, Lagorio, Frank, Freeman, Wait and the President—8.

Nays—None.

Director Taylor asked leave to file a statement in explanation of his vote.

Unanimous consent having been granted, Director Taylor filed the following statement:

While not objecting to the specific terms of the agreement, and therefore voting "aye," I hereby file my protest against taking any action so long in advance of the expiration of the present lease.

GRAHAM TAYLOR.

NEW BUSINESS.

Director Frank stated that the Secretary was detained by important business of the Library and thus prevented from availing himself of the special excursion rate for the trip to the American Library Association Convention at Pasadena, and moved that the sum of \$150.00, heretofore granted to him to cover traveling expenses, be increased to \$200.00.

Carried.

Director Lagorio moved the adoption of the following resolution:

Whereas, It has come to the notice of this Board that the question of boulevarding Normal avenue in the vicinity of Sixty-second street, being the location of the Hiram Kelly Branch of the Chicago Public Library, is under consideration, be it

Resolved, That this Board strongly favors the project of boulevarding the

said Normal avenue and recommends the early prosecution of this work.

Carried.

Director Taylor announced that he would be absent in Europe during the summer and until the middle of September next, and requested that his place on the Committee on Branches be temporarily filled by designation.

By unanimous consent, the President

designated Director Frank to serve on said committee in the interim.

Director Frank moved that when the Board adjourns it adjourn to meet Monday, June 12, 1911, at five o'clock p. m.

Carried.

On motion of Director Frank, the Board adjourned.

C. B. RODEN,

Acting Secretary.

May 15.]

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BOARD OF DIRECTORS
OF THE
CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.
CHICAGO, MONDAY, JUNE 12, 1911.
OFFICIAL RECORD.

There were present the President, Director Roulston, in the chair, and Directors Armstrong, Stern, Lagorio, Rawson and Wait.

Absent—Directors Taylor, Frank and Freeman.

MINUTES APPROVED.

On motion of Director Armstrong, the minutes of the regular meeting held May 8, 1911, and the minutes of the adjourned regular meeting held May 15, 1911, were approved as recorded and printed, without being read.

COMMUNICATIONS.

Communications were received as follows:

From the Kenwood Residents' Association and Mr. Eugene A. Bournique, in reference to the proposed ordinance to lay street car tracks on Lake avenue from Forty-seventh to Fifty-fifth streets, and requesting the Board to renew its protest against laying said tracks.

Director Rawson moved that the Board renew its protest of June 21, 1909, against laying tracks upon Lake avenue in front of the T. B. Blackstone Memorial Branch Library, located at the corner of Lake avenue and Forty-ninth street.

Carried.

From Georgia K. Sharp, requesting the use of assembly room in the Hiram Kelly Branch on the evenings of October 19, 1911, and March 21, 1912; for the purpose of meetings of the Parents Association of the Englewood High School.

On motion of Director Armstrong, the request was granted.

From Mrs. E. F. Tiffany, Secretary of the Ashburn Woman's Club, requesting the establishment of a delivery station in the vicinity of 3637 W. Eighty-fourth place.

From George Ohlwiler, praying the Board to establish a delivery station at 3528 Lincoln avenue.

From O. Evanson, praying the Board to establish a delivery station at 3555 W. Fullerton avenue.

From Mrs. Mary Nolan, resigning her position as keeper of delivery station No. 4 South, 563 W. Forty-third street.

From Jacob Waldman, praying the Board to appoint him keeper of delivery station No. 4 South, located at 563 W. Forty-third street.

From Golda M. Gray, resigning as keeper of delivery station No. 10 North, located at 3005 N. Clark street.

The above communications were referred to the Committee on Delivery Stations.

From The Peoples Gas Light & Coke Co., in reference to a collision between one of their automobiles and one belonging to the Library.

Director Rawson moved that the communication be referred to the Committee on Administration.

Carried.

COMMITTEE ON LIBRARY.

Director Stern, Chairman, in the absence of a majority of the Committee, moved that the matters in its hands be considered in open Board.

Carried.

Director Stern presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Armstrong, Stern, Lagorio, Rawson, Wait and the President—6.

Nays—None.

A. C. McClurg & Co., books.....	\$ 1499.10
Walter M. Hill, books	94.97
A. Kroeb & Co., books	81.45
Rand, McNally & Co., books.....	15.00
Georgia State Library, books.....	9.00
Em. Terquem, books, Francs 155.45 (est.)	31.09
G. E. Stechert & Co., periodicals and books	31.39
John Seybold, binding.....	907.14
Geo. E. Koehler, binding	547.85
Max Stockmar & Sons, binding.....	284.45
Barrett Bindery Co., binders.....	33.75
Bradner Smith & Co., paper	42.86
Swigart Paper Co., blotting paper ..	15.38
Dwight Bros. Paper Co., paper.....	52.92
Holmes Mfg. Co., letter-heads, note-heads, etc.....	37.50
Cameron, Amberg & Co., accession catalogues	26.50
Max Stern's Sons, printing.....	7.75
Geo. E. Cole & Co., miscellaneous stationery	15.53
American Multigraph Sales Co., multigraph ribbons, etc.....	15.13
Kirk's Ink Co., paste.....	9.60
Gaylord Bros., adhesive cloth.....	4.25
H. G. Wilson, Secretary, cash expenses May, 1911.	119.45
	<u>\$3,885.06</u>

He, also, presented the following schedule of bills to be paid from the Kelly and Ryder fund income accounts, and moved that the bills be paid.

Carried.

Yeas—Directors Armstrong, Stern, Lagorio, Rawson, Wait and the President—6.

Nays—None.

KELLY FUND INCOME.

A. C. McClurg & Co.....	\$2,014.45
Clement V. Ritter.....	49.00
H. W. Wilson Co.....	4.12
The Merwin-Clayton Sales Co.....	3.02
Bennett's Newspaper & Magazine Agency.....	18.05
	<u>\$2,088.64</u>

RYDER FUND INCOME.

G. Broes Van Dort Co.....	3.75
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He, also, presented a list of bills for miscellaneous books, subscriptions, etc., amounting to \$34.76, and moved that the bills be paid from the incidental fund.

Carried.

He, also, presented the following report and moved its adoption.

Carried.

Yeas—Directors Armstrong, Stern, Lagorio, Rawson, Wait and the President—6.

Nays—None.

CHICAGO, June 12, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Library have approved the books comprised in the following schedules with authority for their purchase in accordance with the rules of the Board:

Current American books—272 vols.—\$272.00.

Current English books—48 vols.—\$95.00.

Extra copies non-fiction books for stacks and open shelves—253 vols.—\$258.00.

German books to be replaced—800 vols.—\$450.00.

Books for Deposit Collection—349 vols.—\$275.00.

Books for School Deposit Collection—70 vols.—\$37.00.

Miscellaneous books—85 vols.—\$132.00.

Total: 1877 vols.—\$1519.00.

Books for branches (Kelly fund)—1063 vols.—\$850.00.

Books to be replaced for branches (Kelly fund)—644 vols.—\$500.00.

Miscellaneous books (Kelly fund)—14 vols.—\$140.00.

Total: 1721 vols.—\$1490.00.

Total for Main Library and Branches: 3598 vols.—\$3009.00.

Your Committee also recommend that a sum not exceeding \$35.00 be appropriated for the payment of carfare and other incidental expense incurred by members of the staff performing duty at the Child Welfare Exhibit.

Respectfully submitted,

JULIUS STERN,
Committee on Library.

COMMITTEE ON ADMINISTRATION.

Director Rawson, Chairman, presented the following report and moved its adoption.

Carried.

Yeas—Directors Armstrong, Stern, Lagorio, Rawson, Wait and the President—6.

Nays—None.

CHICAGO, June 12, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—The following resignations have been received by your Committee on Administration and their acceptance is recommended with authority to the Librarian to fill the vacancies in accordance with the usual procedure:

Henry Appelbaum, page in branch library, May 25.

Gordon Chalmers, page in circulation division, May 25.

Your Committee recommend that leaves of absence without pay be granted to the following employes in accordance with applications made by them:

Amanda Diehl, three months from April 26 to July 26.

Edward V. Dewalt, one month from May 15 to June 15.

Josephena Anderson, three months from May 22 to August 22.

Your Committee recommend that authority be given for the employment of the following members of the staff at the new branches about to be opened, dating in each case from the beginning of service.

Hiram Kelly Branch:

Mary P. Wilde, branch librarian,
Grade II, \$1200 per annum.

Minnie S. Clark, Assistant, Grade
II, transferred from branches depart-
ment, \$660 per annum.

Eliza Pendry, children's librarian,
Grade II, \$660 per annum.

Jessie Wells, Assistant, Grade II,
transferred from Ogden Park, \$600
per annum.

Edith I. Bredin, Assistant, Grade I,
\$420 per annum.

Hamlin Park:

Marion F. Weil, branch librarian,
Grade II, \$900 per annum.

Pyrrha B. Sheffield, Assistant, Grade
I, transferred from Blackstone, \$480
per annum.

Winifred J. Lagorio, Assistant,
Grade I, \$420 per annum.

Respectfully submitted,

F. H. RAWSON,

A. LAGORIO,

HORATIO L. WAIT,

Committee on Administration.

Director Rawson, also, moved that the
action of the Librarian in suspending Leo
Cohn for two days for conduct detri-
mental to the service be approved, and
further, that said Leo Cohn be suspended
for a period not to exceed thirty days.

Carried.

COMMITTEE ON DELIVERY STATIONS.

In the absence of the Chairman, Direc-
tor Armstrong presented the following re-
port of the Committee on Delivery Sta-
tions and moved its adoption.

Carried.

CHICAGO, June 12, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on De-
livery Stations have given attention to a
number of requests for the establishment

of new stations and changes in con-
nection with established stations. We
recommend that the following petitions
be placed on file for the reasons given:

William C. Boorman, 339 Center St.
There is a station in the immediate local-
ity (Center and Larrabee Sts.).

I. Seltzman, 2004 Addison St. There
is a station in the immediate locality (Ro-
bey and Lincoln Sts.).

W. E. Bruns, 1125 Belden Av. There
is a station in the immediate locality (Lin-
coln and Lill Aves.).

C. Ericson, 3406 Fullerton Av. There
are two stations in the immediate lo-
cality (3605 Armitage Av. and 2659
Monticello Av.).

O. Evanson, 3555 W. Fullerton Av.
There is a station in the immediate local-
ity (Monticello and Shubert Sts.).

G. Ohlweiler, 3528 Lincoln Av. There
are two other stations within half a block
of this location.

Your Committee further recommend
that the following be located probation-
ally:

3002 Cheltenham Pl., in charge of D.
E. Swanson for three deliveries a week.

Ashburn Park, for two deliveries a
week.

Respectfully submitted,

MORTIMER FRANK,

GEO. B. ARMSTRONG,

Committee on Delivery Stations.

He, also, presented the following sched-
ule of bills, regularly audited and approved,
and moved that the bills be ordered paid.

Carried.

Yeas — Directors Armstrong, Stern,
Lagorio, Rawson, Wait and the Presi-
dent—6.

Nays—None.

Knox Automobile Co. of Illinois, auto- mobile parts.....	\$ 62.86
Motor Car Supply Co., automobile parts	6.29
Standard Oil Co., gasoline	78.38
New York & New Jersey Lubricant Co., oil	37.40

Valvoline Oil Co., gas engine oil	28.65
Firestone Tire & Rubber Co., tires	117.15
United States Tire Co., tire	44.60
Perkins Machine Co., automobile parts	45.70
Bullard & Gormley Co., hardware supplies	9.32
Samuel Harris & Co., machinists supplies	7.44
Frank Seely, hanging delivery station signs	11.50
	<u>\$149.29</u>

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Lagorio, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Armstrong, Stern, Lagorio, Rawson, Wait and the President—6.

Nays—None.

Lewis Institute, rent, W. Madison St. branch	\$ 100.00
M. Krska, rent, W. 26th St. branch	65.00
Morris A. Goldberger & Nathan A. Edenburg, rent, Logan Bd. branch	50.00
Wm. A. Giles (F. A. Hill & Co., Agts.), rent, Austin branch	30.00
Chicago, Burlington & Quincy R. R. Co., rent, Lawndale branch	30.00
Peoples Gas Light & Coke Co., gas consumed in branches	32.98
Chicago Telephone Co., telephone service	59.51
The Sanitary Office Towel Co., laundering towels	29.53
Sprague, Warner & Co., ivory soap	6.75
Haegle Ice Co., ice	15.12
J. F. McGuire, street sprinkling (main library)	20.00
Raymond Express Co., delivering mail	9.00
Chicago Evening Post, advertising	8.10
City Collector, City of Chicago, pay roll sheets	5.10
Ralph Radnor Earle, lantern slides	5.10
City Fuel Co., coal	794.80
Krehbiel Co., coal analysis	25.00
John Mohr & Sons, grates	24.85
G. Bossenga, removing ashes	21.50

Cudahy Packing Co., soap powder	11.25
McMaster-Carr Supply Co., gauge glass washers, hose clamps, etc.	7.68
Safety Electric Co., renewed lamps	131.25
D. J. Gallagher Mfg. Co., waste	20.48
Peter Van Schaack & Sons, sponges	62.96
James S. Kirk & Co., soft soap	18.90
Fred Mihell & Co., cheese cloth	11.40
Joseph Halsted Co., replacing angle irons supporting sidewalk lights, etc. ..	94.00
Marshall Field & Co., linoleum for Directors' room	39.80
Commonwealth Edison Co., lighting Blackstone and Logan Bd. branches ..	33.47
E. P. Strandberg Co., sixth payment, general work Kelly Branch	3,000.00
H. G. Wilson, Sec'y, cash expenses May, 1911	357.47
John Paulding, 2 bronze tablets erected in Kelly branch	375.00
Hulbert & Dorsey, 2d payment plumbing Kelly Branch	1,000.00
	<u>\$5,549.00</u>

REPORTS OF OFFICERS.

The Librarian presented the following report on the Child Welfare Exhibit held at the Coliseum, which was received and ordered published:

CHICAGO, June 12, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Herewith I submit a statement concerning the Library's participation in the Child Welfare Exhibit, held at the Coliseum May 11 to 25. This statement has been prepared by Carl B. Roden, Assistant Librarian, whose good judgment in the placing of exhibits and guidance in the administration thereof, for the two weeks during which it was in progress, contributed largely to the success of the Library Section. Credit is also due to Miss Faith E. Smith, Head of the Instructional department; Mr. John F. Phelan, Chief of the Branch division; Miss Carrie I. Elliott, Chief of the Reference division; Mr. Charles A. Larson, Chief of the Publications division; Miss Pearl I. Field and Miss Renee B. Stern in

charge of deposit collections, and to many of the branch librarians and their assistants, as well as many members of the staff at the Main Library, whose volunteer services rendered effective the model children's library forming part of the exhibit, and gave to the thousands of visitors who crowded into the section at all hours of the day, the necessary explanatory data concerning the library work of Chicago.

HENRY E. LEGLER,
Librarian.

The Chicago Child Welfare Exhibit was held at the Coliseum during the two weeks from May 11th to 25th incl., and was visited by a total of nearly 500,000 persons during that period. The Exhibit was intended to show every sort of agency and activity concerned, either wholly or in part, with the well-being, physical, moral and intellectual, of the child. All of these activities, as they exist, in Chicago, were represented by exhibits in spaces set apart for them, said exhibits consisting largely of photographs and placards, supplemented by other objects calculated to demonstrate particular needs or the results of particular lines of work, and supplemented further, in some cases, by groups of children who illustrated methods employed by means of drills, dances or other exhibitions. Considerable stress was laid by the Administrative Committee, as well as by the exhibitors themselves, upon the wisdom of showing the needs and deficiencies of Chicago in this field as well as putting forward the work already done and the methods and results worth showing.

The Chicago Public Library exhibit came under the jurisdiction of the Committee on Museums and Libraries, of which N. H. Carpenter of the Art Institute was chairman and Henry E. Legler vice-chairman. By agreement, the other public libraries of Chicago refrained from availing themselves of the invitations to join in the exhibit, and left all of the

space assigned to library displays at the disposal of the Chicago Public Library. This space, comprising a floor area of 24 x 22 ½ feet was therefore filled up as follows:

Thirty-five photographs, 10 x 12 inches, showing work with children in the Chicago Public Library and its branches, together with suitable labels, signs and placards, were mounted on ten screens 4 x 8 feet in size, and formed a part of the partition walls of the booth. The rear of the space was fitted up as a typical children's room. Suitable furniture, i. e., bookcases, children's tables and chairs, a librarian's desk and chair, display boards, etc., were installed as a loan by the Library Bureau, to whose generous co-operation and liberality much of the attractiveness of the exhibit is due. About 800 children's books were transferred from the branch department and arranged on shelves. Three handsome pictures, loaned by Marshall Field & Company, served to decorate the walls, supplemented by a number of attractive friezes and picture bulletins made by members of the staff. The room was in charge of library employes during the entire exhibition period, from 10 a. m. to 10 p. m. daily, a schedule of working hours being arranged by which from two to five persons were assigned to this duty each day. It was thrown open to visitors, and in all respects was conducted like any other branch of the Chicago Public Library. It immediately became the center of interest for the children, who fairly overwhelmed the small staff and made supervision and discipline difficult, and often impossible. At the same time, the great number of inquiries and expressions of interest from adults, to many of whom the spectacle of children quietly reading in a children's library seemed a revelation, convinced those in charge that the Library Exhibit made a wide and deep impression, and that the labor, time and thought devoted to it were not spent in vain. It must be regarded as significant of the atti-

tude of the public, both juvenile and adult, that, with a horde of people constantly surging in and out for fourteen days of twelve hours each, but sixteen books remained unaccounted for at the close of the exhibition, while the damage through wear and tear does not exceed that ordinarily experienced in a busy children's library anywhere.

While instructions were given to keep a record of attendance, this soon proved to be an impossible task because of the great numbers of children who thronged the room during certain hours and wandered in and out incessantly. From such data as it was possible to gather it appears that the actual attendance of children who could be accommodated with seats and books to read varied from six to twenty-five in the morning hours and from twenty-five to ninety and upward to uncontrollable mobs during the later hours of the day. The room itself was equipped to accommodate a maximum of twenty with any degree of comfort. The rest seated themselves on the floor or in any available corners, while the majority were content to stand up if only they might be allowed to remain to read and examine the books.

Of the conferences held in connection with the exhibit, one, on Tuesday afternoon, May 16, was devoted to Library work. This Library was represented by the Assistant Librarian, who gave an address on library extension in Chicago. He was also called upon to prepare, on two hours' notice, a complete statement of the work and the needs of the Library, to be printed for distribution on the occasion of the official visit of city and state authorities. (A copy of this statement is appended hereto.)

Acknowledgment should be made of the prompt response and untiring energy with which members of our staff, largely recruited from the branch service, took up the additional burdens of officiating in the Exhibit booth. Without a single question or complaint these young women

accepted the task, frequently beginning duty at ten a. m.; at other times remaining until long after the official closing time; Sundays and weekdays, through terrific heat, noise and confusion, seemingly actuated by the single motive of presenting the work and the purposes of the Public Library in the most attractive and convincing manner possible. No one who has not been subjected to it can conceive of the terrific strain of unceasing explanation, demonstration, dealing with boisterous hordes of children or with insistent and curious adult questioners.

Record should also be made of the fact that, aside from the time consumed by those engaged in arranging and conducting the exhibit, no expense whatever was incurred by the Chicago Public Library on account thereof. The total cost of the whole exhibition and all of the separate displays was borne by a fund disbursed by the central Administrative Committee, and no expense of any sort fell to the Library excepting those incident to the loss of books mentioned above and the repair of those damaged.

On the other hand, the value of the advertising and of the impressions created in the public mind by this small segment of a working children's library is felt by those in a position to measure it to be well-nigh incalculable and hardly to be produced by any other single enterprise that could be undertaken.

The Librarian, also, presented his report for the month of May, 1911, which was received and ordered published.

Also, a communication from Chas. I. Moulton, assistant engineer, in reference to his grading and classification, which was referred to the Committee on Administration.

On motion of Director Armstrong, the Board adjourned.

H. G. WILSON,
Secretary.

REPORT OF LIBRARIAN FOR MAY, 1911.

CIRCULATION OF BOOKS.

The number of books taken from the Library for home use during the month of May, 1911, was 190,425, against 160,412 for the corresponding month of the previous year. The circulation from branches, including volumes supplied through the Stations Department, was as follows:

BRANCH	DIRECT	STATION	TOTAL
Austin Branch.....	5,074	354	5,428
Blackstone Branch.....	6,200	349	6,549
Burr School Branch.....	3,085	108	3,193
Cornell Branch.....	1,734	142	1,876
Hebrew Institute Branch..	4,182	2,439	6,621
Lawndale Branch.....	3,366	86	3,452
Lewis Institute Branch...	6,773	828	7,601
Lincoln Center Branch...	4,073	596	4,669
Logan Square Branch...	3,120	193	3,313
Mark White Branch.....	2,603	179	2,782
Seward Park Branch.....	890	648	1,538
Sherman Park Branch....	2,936	396	3,332
Walker Branch (Morgan Park).....	656		656
West Park No. 1 Branch..	2,157	246	2,403
West Park No. 2 Branch..	3,547	724	4,271
West 26th Street Branch..	2,734	451	3,185
Other Agencies.....	7,548	2,356	9,904

The circulation department was open on 26 week days. The daily average week day circulation was 7,324. The circulation from the Open Shelf room was 17,534.

REFERENCE ROOM.

	1911.	1910.
Number of recorded visitors.....	10,709	10,932
Books issued from stacks.....	27,850	29,475

No record was kept of the number of visitors who consulted the books on the open shelves.

THOMAS HUGHES READING ROOM FOR YOUNG PEOPLE.

Mean attendance per hour, 13. Average maximum attendance per hour, 19. Total attendance, 3,122. Books circulated, 1,262.

ROOM FOR ART BOOKS.

Visitors, 2,243. Books consulted, 7,085.

PATENTS AND PUBLIC DOCUMENTS.

	1911.	1910.
Number of visitors.	2,864	2,396
Volumes consulted.	11,535	10,974

BOUND NEWSPAPERS AND BOOKS FOR THE BLIND.

Visitors, 323. Bound newspapers consulted, 532. Books for the blind circulated, 177.

READING ROOM.

Periodicals issued at counter, 9,771. No record kept of use of periodicals and newspapers on open stands and racks. Mean attendance per hour, 177. Average maximum attendance per hour, 247.

BRANCH READING ROOMS.

	Av. Attendance at close of each hour.	Average Maximum Attendance.	Sunday Av.	Books Circulated Station.	Books Circulated Direct.
No. 2	8	14	47	86	3,366
No. 4	10	19	55	451	2,734
No. 5	17	26	20	724	3,547
No. 6	27	48	112	828	6,773
No. 7	24	29	176	1,428	
No. 8	15	20	25	387	
No. 9	13	18	105	1,042	
No. 10	17	26	36	600	
No. 11	19	37	50	1,103	
No. 13	7	14	12	193	3,120
No. 14	18	22	104	246	2,157
No. 15	16	24	138	590	
No. 16	20	36	58	108	3,085
No. 17	24	38	57	2,439	4,182
No. 18	12	23	37	354	5,074
No. 19	6	12	32	596	4,073
No. 20	15	30	192	179	2,603
No. 21	17	29	127	396	2,936
No. 22	12	24	92	142	1,734
No. 23	8	66	118	648	890
Blackstone . .	15	33	141	349	6,200
Walker(Mor- gan Park) . .	..	..	..	..	656

DELIVERY STATIONS.

The number of books issued from 104 delivery stations was 85,893, against 96,172 from 88 stations for the same month of the preceding year.

REGISTRATION.

The number of cards issued on new registrations and re-registrations was 3,023. The registration of May, 1910, was 4,254. The number of three-year cards outstanding is 129,874. Number of non-fiction cards issued in May, 1911, was 1,040; juvenile cards issued, 2,062.

BINDING DEPARTMENT.

Number of books at binderies May 1, 1911.....	5,891
Number of books sent to binderies in May, 1911.....	3,368
Total number of books at binderies in May, 1911.....	9,259
Number of books received from binderies in May, 1911.....	3,557
Number of books at binderies May 31, 1911.....	5,702
Number of books repaired in library in May, 1911.....	4,006

GROWTH OF THE LIBRARY.

The total number of volumes in the Library May 31, 1911, was 448,073. Received since June 1, 1910, 58,644; since May 1, 1911, 6,272. Books worn out and discarded since June 1, 10,020; since May 1, 966. Books lost and paid for since June 1, 777; since May 1, 58. Books found and money refunded since June 1 (not included in total accessions of year). 61; since May 1, 11. There were also deducted 2,552 volumes missing in 1909-10; and 131 volumes delinquent in 1909-10.

HENRY E. LEGLER,

CHICAGO, June 12, 1911.

Librarian.

BOARD OF DIRECTORS
OF THE
CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, JUNE 26, 1911.

OFFICIAL RECORD.

There were present the President, Director Roulston, in the chair, and Directors Armstrong, Stern, Lagorio, Rawson, Frank, Freeman and Wait.

Absent—Director Taylor.

MINUTES APPROVED.

On motion of Director Rawson, the minutes of the regular meeting held June 12, 1911, were approved as recorded and printed without being read.

COMMUNICATIONS.

A communication was received from A. M. Nachman requesting the Board to appoint him keeper of delivery station No. 10 North, located at 3005 N. Clark street.

Referred to the Committee on Delivery Stations.

COMMITTEE ON LIBRARY.

Director Stern, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Armstrong, Stern, Lagorio, Rawson, Frank, Freeman, Wait and the President—8.

Nays—None.

CHICAGO, June 26, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—The Library having exhausted its Library of Congress deposit for catalogue cards, your Committee on Library recommend:

That the sum of \$300 be and the same is hereby appropriated for deposit with the Library of Congress for the purchase of cards required for the catalogues.

Following the usual procedure, dealers were invited through official advertisement to submit bids for supplying the Library for a period of one year with books issued by American publishers, and were also asked for separate proposals for supplying for a like period books issued by British publishers. In response to the first-mentioned invitation, the only bid received was that of A. C. McClurg & Co., Chicago, giving the same discounts from list prices as those obtained last year,

except in two instances, where said discounts are lower than the previous year. For furnishing books published in Great Britain, bids were received from B. F. Stevens & Brown, of London, and A. C. McClurg & Co., of Chicago. As a part of the bid, quotations were requested on a sample list of twenty-five volumes for books delivered at the Chicago Public Library. On the total of this list the quotation of Stevens & Brown was \$2.91 less than the quotation of McClurg & Co. The rate per shilling quoted by Stevens & Brown on "net" books is 24½ cents; McClurg's is 26 cents. The rate per shilling on "regular" books quoted by Stevens is 20 cents; McClurg's, 22 cents.

Your Committee recommend that a contract for one year be awarded, in accordance with terms offered, as follows:

Books published in America, A. C. McClurg & Co.

That action on books published in Great Britain be deferred.

As a result of bids for binding secured by your Committee, the Library will pay the lowest scale of prices ever obtained by this institution. A saving estimated at about a thousand dollars will be effected. The specifications call for styles of binding having the maximum of strength and flexibility, with a fair degree of artistic appearance. Owing to the large number of books required to be rebound annually, none of the bidders are able to handle all of the work, and for that reason a division thereof is recommended, giving to the lowest bidders such portion of the work as they can promptly care for, and the remainder to the others. Your Committee recommend that contracts be awarded as follows, as per terms offered in each case, the number of volumes mentioned in each case being approximate and dependent upon the needs of the Library:

Medium grade binding: Joseph Flucke & Son, 7,200 volumes; Northwestern Bindery, 12,000 volumes; Geo. E.

Koehler, 9,000 volumes; John Seybold, 9,000 volumes.

Resewing in old covers: Geo. E. Koehler.

Binding reference books and reference periodicals: Burgmeier Book Bindery.

Your Committee submit the following lists of books recommended by the Librarian, approved by the Committee, and recommended for purchase:

Current American books—140 vols.—\$127.00.

Extra copies of fiction for stacks and open shelves—270 vols.—\$270.00.

Popular fiction to be replaced—556 vols.—\$550.00.

Miscellaneous books from R. B. Peattie—27 vols.—\$23.34.

Total: 993 vols.—\$970.34.

Subscription for 9 additional copies of Popular Electricity at \$1.00—\$9.00.

Respectfully submitted,

JULIUS STERN,
MORTIMER FRANK,
Committee on Library.

COMMITTEE ON ADMINISTRATION.

Director Rawson, Chairman, presented the following report of the Committee and moved that the recommendations contained therein be concurred in.

Carried.

CHICAGO, June 26, 1911.

*To the President and Board of Directors,
The Chicago Public Library, Chicago.*

Gentlemen:—The following resignations have been received by your Committee on Administration and their acceptance is recommended, with instruction to the Librarian to fill the places through requisition on the Civil Service Commission:

Nellie Stacy, assistant, to take effect June 30, 1911.

John A. Young, assistant, to take effect June 1, 1911.

James C. Burns, page, to take effect June 13, 1911.

Frank E. Bunn, page, to take effect July 1, 1911.

Mary D. O'Connor, janitress, to take effect June 15, 1911.

We recommend that leave of absence without pay from June 26 be granted Wm. Shanley, a janitor.

Pending a report from the Civil Service Commission as to the proper grading of the engineer's staff, in accordance with a request submitted to the said Commission some time ago, your Committee recommend that action be deferred on the communication from Charles I. Moulton, first assistant engineer, asking for a salary of \$2000.00 per annum.

In accordance with the By-laws of the Board, the Librarian reported on June 23rd the suspension from service of James F. Horan, marble cleaner, for grossly improper conduct in the presence of other employes of the library. Your Committee recommend the approval of such suspension, with instructions to file formal charges with the Civil Service Commission for such disposition of the case as the said Commission may deem proper.

Respectfully submitted,

F. H. RAWSON,

HORATIO L. WAIT,

Committee on Administration.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Lagorio, Chairman, presented the following report of the Committee and moved that the recommendations contained therein be adopted.

Carried.

Yeas—Directors Armstrong, Stern, Lagorio, Rawson, Frank, Freeman, Wait and the President—8.

Nays—None.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—Your Committee on Buildings and Grounds begs leave to report on the following matters in its hands and recommends:

1. That the contract for furnishing coal for the Public Library Building for the year beginning July 1, 1911, be awarded to Baker Bros., in accordance with the report of the Krehbiel Company, the Board's analyzing engineers. A copy of the tabulation of the bids received is appended hereto.

2. That the Secretary be authorized to proceed with the necessary repairing of the domes and roof of the Library Building. The work is now being done by the H. Rosenbaum Roofing Company, who were put to work with the consent of the Chairman of the Committee; a very bad leak in the South dome making immediate action imperative.

3. That insurance on the Hiram Kelly Branch be awarded to Chas. L. Cole, 159 La Salle street, for a period of five years as follows:

Building, \$25,000.

Books and contents, \$10,000.

4. That E. Baggot Company be given an order to make the necessary changes in the public drinking fountains, and supply bubbling cups in accordance with the law effective July 1, prox.

All of which is respectfully submitted,

A. LAGORIO,

F. H. RAWSON,

HORATIO L. WAIT,

Committee on Buildings and Grounds.

CHICAGO, June 26, 1911.

TABULATION OF BIDS FOR COAL, JUNE 21, 1911.

BIDDER.	STATE.	COUNTY.	Moisture.	Ash.	Dry B. T. U.	Name.	Price.	B. T. U. for 1 ct.	Per cent. of highest guarantee
Baker Bros.	W. Va.	Fayette or McDowell	2%	6%	14700	Pocahontas	3.64	78506	100
R. B. Arnold	W. Va.	McDowell	2%	6%	14800	Pocahontas M R	3.78	76135	96.9
Coal Co.	Penn.	McDowell	3%	7.6%	14580	Pocahontas M R	3.60	75523	96.2
City Fuel Co.	W. Va.	McDowell	3%	6%	14800	Pocahontas M R	3.85	74000	94.3
David Rutter & Co.	W. Va.	McDowell	4%	8%	14600	Pocahontas M R	3.95	70432	89.7
F. G. Hartwell & Co.	W. Va.	McDowell							

He, also, presented a bill from the County Collector, for first installment on paving of Randolph street, in the sum of \$426.42, and moved that the bill be paid.
Carried.

Yeas—Directors Armstrong, Stern, Lagorio, Rawson, Frank, Freeman, Wait and the President—8.

Nays—None.

He, also, reported back the request of the Englewood Branch of the Chicago Dental Society and the request of the Englewood Homeopathic Medical Association for the use of the room in the Hiram Kelly Branch for meetings of those societies, and moved that the requests be granted.

Carried.

COMMITTEE ON FINANCE.

Director Rawson, Chairman, presented the following report and moved that the recommendation contained therein be concurred in.

Carried.

Yeas—Directors Armstrong, Stern, Lagorio, Rawson, Frank, Freeman, Wait and the President—8.

Nays—None.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Herewith is submitted a list of bonds purchased with the \$225,000.00 received from the sale of the Brother Jonathan fee in accordance with the recommendation of your Committee and the authority of the Board granted December 12, 1910:

City of Chicago—City Hall 4's
No. 2742/2746 due.....1927 15,000
2971/2985 ".....1927 15,000
3143/3157 ".....1927 15,000 \$45,000.00
at 99%.

Lincoln Park 4's
No. 429-438-446/450 due..1925 7,000
626-627-901 " ..1923 3,000
904/910 " ..1923 7,000
923/950 " ..1923 28,000 45,000.00
at 99% to 99-11/16.

South Park 4's
No. 974/5 due..1918 2,000
1009/1012-2596/2598 " ..1919 7,000
915/918 " ..1921 4,000
494/498-2851/2870- " ..1923 32,000 45,000.00
2896/2902 " ..1923
at 99% to 99%.

West Park 4's
No. 152 due..1917 1,000
177/178 " ..1918 2,000
202-1249/1250- " ..1919 8,000
1287/1291 " ..1920 6,000
227-666/670 " ..1921 11,000
252/253-1466- " ..1923 1,000
1493/1500 " ..1921 11,000
277 " ..1923 1,000
1461-1595-1765 " ..1924 11,000
/1772-1951 " ..1927 2,000
402/403 " ..1928 1,000
427 " ..1930 2,000 45,000.00
476/777 " ..1930
at 99% to 99%.

Sanitary District's 4's			
No. 16001	due..1919	1,000	
38350/38355-	" ..1920	6,000	
20519-20562-			
20578/20582	" ..1922	7,000	
38644/38652-			
38669/38675	" ..1926	16,000	
38845/38859	" ..1930	15,000	45,000.00
at 99 1/2 to 99 1/4.			

The bonds were purchased at various times as the market seemed favorable and each lot was approved by the Chairman of the Finance Committee. The average price paid for the entire lot was 99.44 1/9. The bonds mature at various dates, ranging from 1917 to 1930. The saving on the purchase of the bonds at the prices noted amounts to \$1,257.50. This amount will be available July 1 prox., at which date the last payments of accrued interest (payment of which has been advanced at purchase of bonds) will be made, and we recommend that one additional bond of one of the issues previously purchased be bought with this sum.

The bonds are in a safety deposit box in the Northern Trust Company vaults and have been examined by the Board's auditors as certified to in the audit of the library's books and accounts for the quarter and year ended May 31, 1911.

Respectfully,

F. H. RAWSON,
Chairman.

JULIUS STERN,
GEO. B. ARMSTRONG,

REPORTS OF OFFICERS.

The President presented his annual report for the year ended May 31, 1911, which was received and made the annual report of the Board.

The Librarian presented an abstract of his annual report for the year ended May 31, 1911, which was received.

The Secretary presented his annual report for the year ended May 31, 1911, which was received.

Director Rawson moved that the reports of the Librarian and Secretary be included as a part of the annual report of the Board, and that the Secretary be authorized to have the usual number of copies printed.

Carried.

Yeas—Directors Armstrong, Stern, Lagorio, Rawson, Frank, Freeman, Wait and the President—8.

Nays—None.

The Secretary presented the following report on the opening of the Hiram Kelly Branch Library, which was received and placed on file:

CHICAGO, June 26, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—I have the honor to make the following report on the completion of the Hiram Kelly Branch Library building.

The keys were turned over to the Secretary of the Library Board Saturday, June 24, 1911, by the E. P. Strandberg Company, general contractors.

The building was opened to the public for inspection the same day and at an informal gathering of a number of the members of the Board the Secretary, on behalf of the contractors and the Chairman of the Committee on Buildings and Grounds, turned the keys over to the President of the Board.

The President formally accepted the keys and after a few well chosen words called upon the following: Mr. Henry E. Legler, Librarian, Directors Stern, Wait, Freeman and Armstrong, Miss Mary P. Wilde, Branch Librarian in charge of the Kelly Branch, Mr. Geo. B. Utley, Sec'y of the American Library Association, each of whom responded briefly.

Respectfully,

H. G. WILSON,
Secretary.

The Secretary reported that in accordance with the instructions of the Board, May 15th ult., the extension of the lease of Memorial Hall had been duly executed by the Library officials and had been turned over to the Grand Army Hall and Memorial Association of Illinois. The following is the extension of the lease:

Whereas on the 15th day of May, A. D. 1911, the Grand Army Hall and Memorial Association of Illinois by its Committee, duly authorized, submitted to the Board of Directors of the Chicago Public Library a proposition in words and figures following:

The undersigned constituting a Committee of the Grand Army Hall and Memorial Association of Illinois, appointed by said Association on the 11th of May, A. D. 1911, with power to act to confer with a Committee of the Public Library Board with reference to an extension of the lease of said Grand Army Hall and Memorial Association of Illinois of the premises occupied by said Association in the Public Library Building under said lease for a period of twenty (20) years from January 1st, 1928, do hereby offer and agree with said Public Library Board as a consideration for such extension that the said Grand Army Hall and Memorial Association of Illinois shall surrender to the Public Library for its use for Library purposes, the two rooms known and mentioned in said lease as situated on the Mezzanine floor over the rooms on the second floor occupied by said Grand Army Hall and Memorial Association of Illinois under said lease at such time after the year A. D. 1921, as the Public Library Board may at that time determine for use by said Public Library for its library purposes.

And further agree that said Grand Army Hall and Memorial Association of Illinois shall at that time, raise no objec-

tion to the use of such space by said Public Library for library purposes on the ground or entrance floor under the Memorial Hall, leaving, however, an entrance to the stairway leading up to said Memorial Hall such as shall architecturally and otherwise be suitable and appropriate.

WALTER R. ROBBINS,
JOSEPH ROSENBAUM,
GEORGE MASON.

And whereas on the 15th day of May, 1911, the said Board of Directors of the Chicago Public Library accepted said foregoing offer and proposition and directed that an extension of said lease in accordance with said proposition be executed by the President and Secretary of the said Board of Directors of the Chicago Public Library,

Now, therefore, the Chicago Public Library for and in consideration of the foregoing proposition, so accepted and agreed to by the Board of Directors of the Chicago Public Library, hereby covenants and agrees that the term of the lease aforesaid by and between the Chicago Public Library and the Grand Army Hall and Memorial Association of Illinois, bearing date the First day of January, A. D. 1898, be and the same is hereby extended for a period of twenty (20) years from and after the First day of January, A. D. (1928) Nineteen Hundred and Twenty-eight, and until the First day of January, 1948 (Nineteen Hundred and Forty-eight), upon the same terms and conditions as contained in said original lease, bearing date as aforesaid, except as the same is modified by the acceptance of the said proposition as herein above set forth.

In witness whereof the respective parties hereto by resolutions duly passed as aforesaid have caused this extension of said lease to be duly executed by the President and Secretary of the said Chicago Public Library, party of the first part hereto, and by the Grand Army Hall and Memorial Association of Illinois, party of the second part, and the Corpo-

rate seal of said organization to be hereunto attached on this Twenty-sixth day of June, A. D. 1911.

THE CHICAGO PUBLIC LIBRARY.

By ROBERT J. ROULSTON,
President.

H. G. WILSON,
Secretary.

Grand Army Hall and Memorial
Association of Illinois.

[SEAL] By FREDERICK A. SMITH,
President.

JESSE G. KING,
Secretary.

NEW BUSINESS.

In introducing the following resolution, the adoption of which he moved, Director Armstrong called attention to the fact that this was the final session of the Board of 1910-1911, and that the terms of three directors expire at this time.

He referred to the unanimity which had characterized the work of the Board during the last year and the interest given to the development of the work by reason of the energetic and able administration of the retiring President.

Directors Rawson, Lagorio, Freeman and Stern seconded the resolutions with remarks of a similar nature.

The resolutions were then unanimously adopted, Director Armstrong putting the question.

Resolved, that in the retirement of Mr. Robert J. Roulston as president of the Board of Directors of the Chicago Public Library, the people lose a valuable official, one whose constant aim has been to advance the material welfare of the library and its employes, to increase its practical worth to the reading public and to make it a power in the community in the direction of a higher culture.

Resolved, that our deep solicitude and our sincere wishes go with him, and we earnestly hope that wherever his steps may lead him he will be blessed with health, prosperity and happiness.

Resolved, that these resolutions be spread upon the records and engrossed and presented to Mr. Roulston in the name of this Board as an evidence of the high esteem in which we hold him personally, and the honest appreciation that we entertain for his important service.

On motion, Director Armstrong was appointed a committee of one to arrange for the engrossing of the resolutions.

On motion of Director Rawson, the Board adjourned.

H. G. WILSON,
Secretary.

June 26.]

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[1911

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, JULY 10, 1911.

OFFICIAL RECORD.

There were present the President, Director Roulston, in the chair, and Directors Stern, Lagorio, Frank and Wait.

Absent—Directors Armstrong, Taylor, Rawson and Freeman.

MINUTES APPROVED.

On motion of Director Frank, the minutes of the regular meeting held June 26, 1911, were approved as recorded and printed without being read.

COMMUNICATIONS.

A communication was received from Dr. Geo. F. Suker, Sec'y of the Chicago Medical Society, thanking the Board for the use of assembly hall for public lectures held every Saturday night during the winter months, and requesting the same privilege for the ensuing winter.

Referred to the Committee on Buildings and Grounds.

COMMITTEE ON LIBRARY.

Director Stern, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait and the President—5.

Nays—None.

A. C. McClurg & Co., books	\$2,380.45
Gurewitch & Ravitch, books	100.26
Walter M. Hill, books	32.95
R. B. Peattie, books	27.34
Mrs. Maude Radford Warren, books...	27.06
John F. Stratton, books	6.00
John Seybold, binding	853.09
Geo. E. Koehler, binding	698.70
Max Stockmar & Sons, binding	277.38
Librarian of Congress, printed catalogue cards	300.00
James Watson & Co., printing.	292.16
Cameron, Amberg & Co., printing, etc.	23.70
Geo. E. Cole & Co., stationery	32.61
Rockwell-Barnes Co, lead pencils	43.50
Edwards & Hancock, typewriting paper	27.00
Library Bureau, cards, etc	16.05
Dwight Bros. Paper Co., paper	22.69

Max Stern's Sons, printing.....	13.50
P. A. Salisbury-Schulz Co., date holders	9.00
H. S. Parrish & Co., rubber bands, pads, dates, etc.....	9.40
W. D. Messinger & Co., twine.....	4.56
Dennison Mfg. Co., gummed labels.....	6.60
A. Kroch & Co., magazines.....	11.15
Tice & Lynch, freight and cartage on foreign books.....	33.48
H. G. Wilson, Secretary, cash expenses June, 1911.....	169.28
	<u>\$5,394.31</u>

He, also, presented the following lists of bills, for books to be paid from the Kelly and Ryder fund income accounts, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait and the President—5.

Nays—None.

KELLY FUND INCOME.

A. C. McClurg & Co., books.....	\$1,637.84
O. G. Waffle, books.....	54.80
Walter M. Hill, books.....	7.29
Mrs. M. R. Warren, books.....	4.11
	<u>\$1,704.04</u>

RYDER FUND INCOME.

F. H. Meserve, books.....	35.00
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He, also, presented the following report and moved its adoption.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait and the President—5.

Nays—None.

CHICAGO, July 10, 1911.

*To the President and Board of Directors,
Chicago Public Library, Chicago.*

Gentlemen:—Your Committee on Library herewith submit a schedule of book lists recommended by the Librarian, authorized by your Committee and recommended for purchase:

Current American books—106 vols.—\$99.00.

Current English books—14 vols.—

\$24.00.

List of German books—509 vols.—

\$586.00.

List of miscellaneous books—28 vols.—

\$22.00.

Extra copies of juvenile books for Kelly Branch—659 vols.—\$400.00 (Kelly fund).

Juvenile books for Morgan Park Branch—184 vols.—\$139.00 (Kelly fund).

Fiction for Morgan Park Branch—113 vols.—\$152.00 (Kelly fund).

Juvenile books for Branch No. 12—399 vols.—\$300.00 (Kelly fund.)

Fiction for Branch No. 12—95 vols.—\$86.00 (Kelly fund).

Total (general fund): 657 vols.
\$731.00.

(Kelly fund): 1450 vols.—
\$1077.00.

German periodicals—\$8.50.

We also recommend the payment of incidental bills referred to your Committee on Library amounting to \$42.05.

Respectfully submitted,

JULIUS STERN,
MORTIMER FRANK,
Committee on Library.

He, also, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait and the President—5.

Nays—None.

CHICAGO, July 10, 1911.

*To the President and Board of Directors,
Chicago Public Library.*

Gentlemen:—In reporting at the last meeting of the Board, a summary of proposals received for furnishing books printed in Great Britain, your Committee on Library recommended postponement of action until such time as we could go more fully into the matter. Your Committee herewith recommend that the bid of

Stevens & Brown of London, England, for furnishing such books be accepted:

Fines remitted by your Committee in accordance with the rules:

Fred Rosenberg, 1436 Paulina Street, \$1.35.

Respectfully submitted,

JULIUS STERN,

MORTIMER FRANK.

COMMITTEE ON ADMINISTRATION.

Director Lagorio, in the absence of the Chairman, presented the following report and moved its adoption.

Carried.

CHICAGO, July 10, 1911.

*To the President and Board of Directors,
Chicago Public Library.*

Gentlemen: The following resignations have been received by your Committee on Administration and their acceptance is recommended, with authority to the Librarian to fill the vacancies in accordance with the rules of the Board and the practice of the Civil Service Commission:

Raymond M. Shackelford, page, July 5th.

Patrick Mullane, janitor, July 1st.

Robert C. Teeling, page, July 3d.

Jacob Berger, page, July 5th.

George Perdue, page, July 8th.

Your Committee recommend that one week's leave of absence, without reduction of salary, be allowed Mabel Folger, record of completion of the stipulated period of regular service having been prevented, owing to delay in certification of appointment.

At the last meeting of the Board there was referred to your Committee a bill from the Peoples Gas Light and Coke Company for damages to a truck claimed to have been sustained in a collision with one of the automobile wagons belonging to the Chicago Public Library. Your Committee find that the Library's truck sustained damages amounting to \$183.00.

Inasmuch as the driver of the Library wagon has brought suit against the Peoples Gas Light and Coke Company, your Committee recommend that pending the conclusion of this suit no action be taken by this Board beyond filing with the Peoples Gas Light and Coke Company a counter claim in the amount named above.

Respectfully submitted,

A. LAGORIO.

HORATIO L. WAIT,

Committee on Administration.

He, also, presented the following list of vacancies and appointments from May 7 to June 5, 1911, inclusive, which was received and ordered published.

Sam Altshuler, page, separated June 20.

Henry Appelbaum, page, resigned May 25.

Harriet I. Baer, library assistant, appointed temp May 8, 1911, \$420 per year.

Samuel Baer, page, appointed June 26, \$300 per year.

Jacob Berger, page, resigned July 5.

Clarence H. Black, page, appointed June 23, \$300 per year.

Lowell S. Blaisdell, page, appointed June 28, \$300 per year.

Harry Bowen, elevator operator, separated May 30.

William Breen, page, appointed temp.

May 12, \$300 per year; separated May 16.

Harry G. Bristow, page, separated June 13.

Benjamin A. Browning, page, appointed June 20, \$300 per year.

Frank E. Bunn, page, resigned July 1.

James C. Burns, page, resigned May 25.

Bernard S. Byrne, page, appointed June 15, \$300 per year.

Phillip Canterbury, page, separated June 14; appointed Civil Service June 15.

Oscar Carlson, elevator operator, appointed June 2, \$750 per year.

Gordon Chalmers, page, resigned May 25.

Morton Cohen, page, separated June 26.

Edith G. Coyne, library assistant, appointed May 5, \$660 per year (Promotional).

Melvin C. Dahl, page, separated June 13.

James J. Daly, elevator operator, appointed May 18, \$750 per year.

Lydia A. Dexter, library assistant, separated May 4.

Nicholas J. Economos, page, appointed temp. June 6, \$300 per year.

William F. Ellicott, page, appointed June 16, \$300 per year; separated June 24.

Elmer W. Ferdinand, page, separated June 3.

Morris Fieldman, page, separated June 22.

Jeanette Fox, library assistant, appointed temp. May 26, \$420 per year.

Franklin Frodin, page, separated June 12.

Albert J. Gagnier, page, appointed temp. June 5, \$300 per year; separated June 13.

Clara L. German, library assistant, employed through annexation of Morgan Park, May 1, \$420 per year.

Jeffrey Graham, page, appointed July 5, \$300 per year.

Albert Haake, page, separated June 24.

Sollie Harris, page, appointed June 26, \$300 per year.

Walter H. Heath, page, appointed June 19, \$300 per year.

Leonard Hershberg, page, appointed temp. June 5, \$300 per year; separated June 13.

James Hunt, elevator operator, separated May 17.

James C. Husa, page, appointed temp. May 11, \$300 per year; separated June 14; appointed Civil Service June 15.

John D. Johnson, page, appointed June 19, \$300 per year.

Nuemon Katz, page, separated May 15.

Gerald Kinsella, page, resigned May 10.

Alexander S. La Zoris, page, appointed July 5, \$300 per year.

Thomas M. Levis, page, appointed July 6, \$300 per year.

Sol Lipman, page, appointed temp. June 6, \$300 per year; separated July 1.

Thomas S. McElligott, page, appointed July 7, \$300 per year.

Ralph T. McGrath, page, separated May 13.

John W. McLaughlin, elevator operator, separated June 4.

Frank A. Milligan, page, appointed June 19, \$300 per year.

Patrick Mullane, janitor, appointed June 27, \$720 per year; resigned June 30.

Walter Narkiewicz, page, separated June 4.

Mary D. O'Connor, janitress, resigned June 5.

Annie O'Meara, janitress, appointed temp. June 1, \$600 per year; separated June 30.

Eliza Pendry, children's librarian, appointed temp. June 26, \$660 per year; separated June 29; appointed Civil Service June 30.

Theodore Roane, page, appointed July 3, \$300 per year.

Samuel Roth, page, appointed temp. June 12, \$300 per year; separated June 20.

Henry Clay Russell, janitor, employed through annexation of Morgan Park, May 1, \$15 per month.

George W. N. Saether, page, separated June 15.

Louis Scharf, page, appointed June 19, \$300 per year; separated June 23.

Raymond M. Shackelford, page, resigned July 1.

James T. Slattery, page, separated June 28.

Harold E. Spake, page, appointed June 20, \$300 per year.

Alexander H. Spitz, page, appointed temp. June 21, \$300 per year; separated June 25; appointed Civil Service June 26.

Nellie Stacy, library assistant, resigned June 30.

Charles E. Stuart, page, appointed June 26, \$300 per year.

Leo A. Tarkovsky, page, appointed June 28, \$300 per year.

William F. Taterka, elevator operator, appointed June 5, \$750 per year.

Robert C. Teeling, page, resigned June 6.

William Vytlačil, janitor, separated June 25.

Nathan L. Wallins, page, appointed May 8, \$300 per year; separated May 8.

Rosebud Weaymouth, bindery assistant, appointed temp. June 12, \$1.25 per day.

Marion F. Weil, branch librarian, appointed May 17, \$900 per year.

Mary P. Wilde, branch librarian, appointed June 26, \$1,200 per year (Promotional).

John A. Young, library assistant, resigned June 1.

Julia Zasadil, janitress, appointed June 28, \$600 per year.

COMMITTEE ON DELIVERY STATIONS.

Director Frank, Chairman, presented the following list of bills, regularly au-

dited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait and the President—5.

Nays—None.

Knox Automobile Co. of Ill., automobile parts	\$ 133.10
Standard Oil Co., gasoline	82.65
Valvoline Oil Co., gas engine oil	28.80
Joseph Halsted Co., automobile parts	14.00
Motor Car Supply Co., automobile parts	13.16
J. M. Hecht Brass Works, brass castings	16.50
Wayman & Murphy, repairs to automobiles	8.75
	<u>\$296.96</u>

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Lagorio, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait and the President—5.

Nays—None.

Lewis Institute, rent, W. Madison St. branch	\$ 100.00
M. Kraka, rent, W. 26th St. branch	65.00
Morris A. Goldberger & Nathan A. Edenburg, rent, Logan Bd. branch	50.00
Chicago, Burlington & Quincy R. R. Co., rent, Lawndale branch	30.00
Wm. A. Giles, rent, Austin branch	30.00
Peoples Gas Light & Coke Co., gas	24.31
Chicago Telephone Co., telephone service	52.01
Sanitary Office Towel Co., laundering towels	28.13
The Haegle Ice Co., ice	18.35
Raymond Express Co., delivering mail	9.00
C. A. Coey Auto Service Co., automobile hire	33.50
Sprague, Warner & Co., ivory soap	6.75
J. F. McGuire, sprinkling streets (main building)	20.00
City Collector, City of Chicago, street car books	7.95
Carson, Pirie, Scott & Co., cheese cloth	13.82

City Fuel Co., coal	786.78
Krehbiel Co., coal analysis	25.00
D. J. Gallagher Mfg. Co., waste and wipers	42.51
Dearborn Drug and Chemical Works, oil	31.19
Perkins Machine Co., machinists' labor	19.35
Lammert & Mann, engineering supplies	17.85
McMaster-Carr Supply Co., gauge glasses, saw blades, iron plugs	7.45
Gallagher & Speck, repairs to valves	5.87
G. Bossenga, removing ashes	13.50
Buckeye Electric Co., incandescent lamps	202.72
Illinois Electric Co., electrical supplies	5.33
Peter Van Schaack & Sons, chamois	10.50
International Time Recording Co., time clock	120.00
H. Rosenbaum Roofing Co., repairs to domes	214.98
Tyler & Hippach, plate glass light	196.00
C. B. Ensign & Co., removing lamp posts from sidewalk	120.00
Western Slate Co., slate tiles	280.00
Commonwealth Edison Co., lighting Blackstone branch	23.83
H. G. Wilson, Secretary, cash expenses June, 1911	70.14
	<u>\$2,681.85</u>

Director Lagorio also presented the following list of bills for furniture and miscellaneous items for the Hiram Kelly Branch and moved that the bills be paid from the Kelly fund income account.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait and the President—5.

Nays—None.

LIST OF BILLS FOR HIRAM KELLY BRANCH.

Mandel Bros., linoleum	\$ 621.00
Mandel Bros., window shades	110.40
Newton & Hoyt Co., misc. furniture	547.00
James Watson & Co., printing	82.50
A. H. Revell & Co., furniture	34.00
McMaster-Carr Supply Co., garden hose	9.00
Burke & Atwell, negatives and prints	6.00
B. F. Chase Sign Co., card sign	2.00
Feldmann System Mfg. Co., magazine binders	47.60
	<u>\$1,459.50</u>

The Librarian presented his report for the month of June, 1911, which was received and ordered published.

He, also, reported the receipt during the month of a number of gifts worthy of special record, the donors and the material contributed by them including the following:

Major Horatio L. Wait, a complete set of monthly circulars issued by the Illinois Commandery of the Military Order of the Loyal Legion of the United States from 1880, when General P. H. Sheridan was commander thereof, down to 1911. The

data furnished is of great historical value for students and for others interested.

Miss Belle Squire, 25 volumes, Stories of the Opera, originally valued at \$50.00. The books contain many large colored plates.

Mr. H. N. Higinbotham, 700 volumes, relating to world's fairs. This collection comprises literature connected with, or the outgrowth of different international expositions, and it would be difficult to duplicate the material.

On motion of Director Lagorio, the Board adjourned.

H. G. WILSON,

Secretary.

REPORT OF LIBRARIAN FOR JUNE, 1911.

CIRCULATION OF BOOKS.

The number of books taken from the Library for home use during the month of June, 1911, was 174,408, against 160,378 for the corresponding month of the previous year. The circulation from branches, including volumes supplied through the Stations Department, was as follows:

	DIRECT	STATION	TOTAL
Austin Branch.....	4,886	382	5,268
Blackstone Branch.....	5,965	283	6,248
Burr School Branch.....	2,484	102	2,586
Cornell Branch.....	1,528	115	1,643
Hebrew Institute Branch.....	3,423	2,118	5,541
Kelly Branch.....	525	81	606
Lawndale Branch.....	2,808	152	2,960
Lewis Institute Branch.....	6,137	758	6,895
Lincoln Center Branch.....	3,686	539	4,225
Logan Square Branch.....	2,715	219	2,934
Mark White Branch.....	2,292	137	2,429
Seward Park Branch.....	981	633	1,614
Sherman Park Branch.....	2,389	386	2,775
Walker Branch.....	586		586
West Park No. 1 Branch.....	1,729	215	1,944
West Park No. 2 Branch.....	2,800	620	3,420
West 26th Street Branch.....	2,284	466	2,750
Other Agencies.....	6,664	2,189	8,853

The circulation department was open on 26 week days. The daily average week day circulation was 6,708. The circulation from the Open Shelf room was 16,340.

REFERENCE ROOM.

	1911.	1910.
Number of recorded visitors.....	9,167	9,199
Books issued from stacks.....	23,920	24,386

No record was kept of the number of visitors who consulted the books on the open shelves.

THOMAS HUGHES READING ROOM FOR YOUNG PEOPLE.

Mean attendance per hour, 14. Average maximum attendance per hour, 21. Total attendance, 3,284. Books circulated, 1,020.

ROOM FOR ART BOOKS.

Visitors, 2,470. Books consulted, 7,469.

PATENTS AND PUBLIC DOCUMENTS.

	1911.	1910.
Number of visitors.....	2,252	2,323
Volumes consulted.....	10,119	10,737

BOUND NEWSPAPERS AND BOOKS FOR THE BLIND.

Visitors, 347. Bound newspapers consulted, 538. Books for the blind circulated, 228.

READING ROOM.

Periodicals issued at counter, 9,574. No record kept of use of periodicals and newspapers on open stands and racks. Mean attendance per hour, 163. Average maximum attendance per hour, 209.

BRANCH READING ROOMS.

	Av. Attendance at close of each hour.	Average Maximum Attendance.	Sunday Av.	Books Circulated Station.	Books Circulated Direct.
No. 2.....	8	15	14	152	2,808
No. 4.....	10	16	50	466	2,284
No. 5.....	19	27	17	620	2,800
No. 6.....	24	40	115	758	6,137
No. 7.....	18	24	127	1,288	
No. 8.....	14	18	20	385	
No. 9.....	14	21	38	913	
No. 10.....	15	22	27	589	
No. 11.....	20	35	50	968	

No. 13.....	7		12		6	219		2,715
No. 14.....	20		26		57	215		1,729
No. 15.....	13		21		102	534		
No. 16. . .	17		30		15	102		2,484
No. 17.....	19		26		67	2,118		3,423
No. 18.....	10		21		58	382		4,886
No. 19.....	6		12		27	539		3,686
No. 20.....	16		33		161	137		2,292
No. 21.....	15		29		144	386		2,389
No. 22.....	13		24		82	115		1,528
No. 23. . .	49		..		199	81		525
Blackstone..	12		25		102	283		5,965
Walker.....	..		..					586
Seward Park	7		63		84	633		981

DELIVERY STATIONS.

The number of books issued from 103 delivery stations was 80,637, against 93,864 from 88 stations for the same month of the preceding year.

REGISTRATION.

The number of cards issued on new registrations and re-registrations was 3,248. The registration of June, 1910, was 3,971. The number of three-year cards outstanding is 130,829. Number of non-fiction cards issued in June, 1911, was 1,049; juvenile cards, 1,062; vacation cards, 282.

BINDING DEPARTMENT.

Number of books at binderies June 1, 1911.....	5,702
Number of books sent to binderies in June, 1911.....	4,419
Total number of books at binderies in June, 1911.....	10,121
Number of books received from binderies in June, 1911.....	4,267
Number of books at binderies June 30, 1911.....	5,854
Number of books repaired in library in June, 1911.....	3,589

GROWTH OF THE LIBRARY.

The total number of volumes in the Library June 30, 1911, was 452,336. Received since June 1, 5,291. Books discarded since June 1, 863. Books lost and paid for since June 1, 73. Books found and money refunded since June 1, 8.

HENRY E. LEGLER,

CHICAGO, July 12, 1911.

Librarian.

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, JULY 24, 1911.

OFFICIAL RECORD.

There were present the President, Director Roulston, in the chair, and Directors Stern, Lagorio, Frank, Freeman, Wait, Henius and Ksycki.

Absent—Director Taylor.

MINUTES APPROVED.

On motion of Director Frank, the minutes of the regular meeting held July 10, 1911, were approved as recorded and printed without being read.

COMMUNICATIONS.

The following communication from Francis D. Connery, City Clerk, was received and placed on file:

"City of Chicago,
"Office of the Clerk.

"July 24, 1911.

"Mr. Harry G. Wilson,

"Secretary Public Library.

"Dear Sir:—I have the honor to advise you that on July 17, 1911, his honor,

the Mayor, made the following appointments as members of the Library Board of the City of Chicago:

"Robert J. Roulston to succeed himself.

"Max Henius to succeed George B. Armstrong.

"Philip M. Ksycki to succeed Frederick H. Rawson.

"The appointments were immediately concurred in by the City Council, and the new appointees have called at this office and subscribed to the oath of office as prescribed by statute.

"Yours respectfully,

"FRANCIS D. CONNERY, *City Clerk*."

Communications were received as follows:

From George A. Nelson, resigning as keeper of delivery station No. 18 West, located at 2886 Milwaukee avenue.

From Hans Petersen, requesting the Board to appoint him keeper of delivery station No. 18 West, and from Will Hottinger, 8944 Cottage Grove avenue, ask-

ing the Board to open a delivery station at his store.

All of which were referred to the Committee on Delivery Stations.

COMMITTEE ON LIBRARY.

Director Frank, for the Committee on Library, presented the following report and moved its adoption.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Freeman, Wait, Henius, Ksycki and the President—8.

Nays—None.

CHICAGO, July 24, 1911.

*To the President and Board of Directors,
Chicago Public Library, Chicago.*

Gentlemen:—Your Committee on Library herewith submit a schedule of books which it has approved and recommended for purchase:

Current American books—31 vols.—\$31.00.

List of German books—43 vols.—\$56.00.

Miscellaneous books—19 vols.—\$13.00.

Non-fiction for Kelly Branch (Kelly fund)—244 vols.—\$264.00.

Fiction for Hiram Kelly Branch (Kelly fund)—386 vols.—\$386.00.

Juvenile books for Kelly Branch (Kelly fund)—577 vols.—\$433.00.

Total :	General fund: 93 vols.—
	\$100.00.
	Kelly fund: 1207 vols.—
	\$1083.00.

Total for Main Library and Branches:
1300 vols.—\$1183.00.

Mawson. Civic art. (Ryder fund)—
1 vol.—\$18.00.

Respectfully submitted,

JULIUS STERN,

MORTIMER FRANK,

Committee on Library.

COMMITTEE ON ADMINISTRATION.

Director Lagorio, for the Committee on Administration, presented the following report and moved its adoption.

Carried.

CHICAGO, July 24, 1911.

*To the President and Board of Directors,
Chicago Public Library, Chicago.*

Gentlemen:—In the classification of service which now obtains, in certain approved cases credit for training or experience is allowed to branch librarians and children's librarians entering the second grade. It seems advisable to extend the application of this provision similarly to library assistants entering the first grade of the service and your Committee on Administration so recommend.

Respectfully submitted,

A. LAGORIO,

HORATIO L. WAIT,

Committee on Administration.

COMMITTEE ON DELIVERY STATIONS.

Director Frank, for the Committee on Delivery Stations, presented the following report and moved its adoption.

Carried.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Delivery Stations begs leave to report on the following matters in its hands and would recommend:

1. That the resignation of Mrs. Mary Nolan as keeper of delivery station No. 4 South, located at 463 W. 43d street, be accepted, and that the station be placed in charge of Jacob Waldman.

2. That A. M. Nachman be appointed keeper of delivery station No. 10 North, 3005 N. Clark street.

3. That the resignation of George A. Nelson as keeper of delivery station No. 18 West, 2286 Milwaukee avenue, be accepted, and that the station be placed in charge of Hans Petersen.

4. That station No. 29 South, formerly located at Burnside, be re-opened at 8944 Cottage Grove avenue under the care of Will Hottinger.

All of which is respectfully submitted,

MORTIMER FRANK,

HENRY V. FREEMAN,

Committee on Delivery Stations.

CHICAGO, July 24, 1911.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Lagorio, for the Committee, presented the following list of bills for the Hiram Kelly Branch Building, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Freeman, Wait, Henius, Ksycki and the President—8.

Nays—None.

E. P. Strandberg Co., 7th payment general work, Kelly Branch.....	\$1,000.00
Frost & Granger, final payment, architects' services, Kelly Branch.....	20.55
L. H. Prentice Co., 5th payment, steam heating, etc., Kelly Branch.....	314.00
Kohler Bros., 2d payment, wiring in Kelly Branch	107.50
Hulbert & Dorsey, 3d payment, plumbing, sewers, etc., Kelly Branch.....	18.00
	<u>\$2,290.05</u>

He, also, presented the following schedule of bills for the Hiram Kelly Branch Library and moved that the bills be paid from the Kelly fund income account.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Freeman, Wait, Henius, Ksycki and the President—8.

Nays—None.

F. S. Shoemaker, grading and sodding around Kelly Branch.....	\$485.00
A. H. Andrews Co., 200 portable oak chairs	260.00
Charles L. Cole, insurance on Kelly building and contents	175.00
	<u>\$920.00</u>

He, also, reported, on behalf of the Committee, that proposals had been received for installing new downspout in the north dome as follows:

L. H. Prentice Co.....	\$785.00
Thomas & Smith.....	629.00
Gallaher & Speck.....	430.00

Also proposals for furnishing two sections of vault lights in the roof over the boiler room as follows:

Chicago Sidewalk Light Co.....	\$168.00
Fred Liebrich	198.50
Richards & Kelly Mfg. Co.....	195.00
Chicago Building & Special Construction Co.....	350.00

Director Lagorio moved that a contract be awarded to Gallaher & Speck for downspout in the north dome, for the sum of \$430.00, and to the Chicago Sidewalk & Light Company for replacing the vault lights in the roof over the boiler room for the sum of \$168.00; the work being awarded to the lowest bidder in each case.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Freeman, Wait, Henius, Ksycki and the President—8.

Nays—None.

He, also, recommended, on behalf of the Committee, that the request of the Chicago Medical Society for the use of assembly hall on Saturday evenings during the winter months for public lectures be granted.

Carried.

He, also, recommended, on behalf of the Committee, that Vierling Iron Works be given an order for opening one window in the Directors' room, on the third floor, at a cost not to exceed \$175.00.

Director Wait moved that the recommendation be concurred in.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Freeman, Wait, Henius, Ksycki and the President—8.

Nays—None.

COMMITTEE ON FINANCE.

Director Stern, Chairman, presented the following report of the International Audit Company, which was received and ordered published.

CHICAGO, July 10, 1911.

*To the President and Board of Directors,
Chicago Public Library.*

Gentlemen:—We have audited the books and accounts of the Chicago Public Library for the six months ending 31st May, 1911, thereby completing the audit for the fiscal year to that date.

We present the following statements, all of which we certify to be correct and in accordance with the books.

1. Ledger Balances, 31st May, 1911.
2. Quarterly Receipts and Expenditures, six months ending 31st May, 1911.

3. Cash Receipts and Expenditures, three months to 28th February, 1911.

4. Cash Receipts and Expenditures, three months to 31st May, 1911.

During the course of our audit we examined the vouchers for the disbursements, all of which were produced to us, and checked them into the Voucher Record or Cash Book. We verified the receipts for fines, books lost, deposits, etc., by means of the daily receipt books and the stubs of the deposit receipt books.

We checked the postings from all sources to the Ledger and proved the additions of the Ledger, Cash Book, Journal and Voucher Record.

We checked, in detail, the Secretary's annual report which we have certified to be correct. We were permitted by the City Treasurer's office to examine the Library account in the books of the city, and we find the receipts of interest, taxes, etc., entered therein agree with the receipts in the Library books.

In company with two members of the Finance Committee and the Secretary we inspected the securities representing the various investments, all of which were produced to us.

We have pleasure in reporting that the books continue to be carefully and correctly kept.

Yours very truly,

THE INTERNATIONAL AUDIT CO.,

By (Signed) ROBERT NELSON, C.A.,
Manager.

LEDGER BALANCES, 31ST MAY, 1911.

DEBITS.

Tax Levy, 1910—Balance		194,073.08
Cash in hands of City Treasurer		21,677.55
		\$215,750.63
Mortgage Loan	\$ 4,500.00	
Certificate of Deposit	406.59	
Bonds	271,816.96	
Accrued Interest on Bonds	335.67	
Cash	42,737.50	319,796.72
		\$535,547.35

CREDITS.

Public Library Fund.....	215,750.63	
W. H. Ryder Fund.....	10,000.00	
W. H. Ryder Fund, Income.....	2,144.94	
Jerome Beecher Fund.....	2,000.00	
Jerome Beecher Fund, Income.....	2,104.35	
Hiram Kelly Fund.....	200,000.00	
Hiram Kelly Fund, Increment.....	65,000.00	
Hiram Kelly Fund, Income.....	36,148.93	
H. W. Jackson Fund.....	1,000.00	
H. W. Jackson Fund, Income.....	69.88	
Story Hour Fund.....	3.04	
Sherman Park Fund.....	100.00	
Security Deposits.....	1,102.50	
Special Deposit.....	100.00	
Incidental Fund.....	23.08	
		\$535,547.35

PUBLIC LIBRARY FUND--STATEMENT OF RECEIPTS AND DISBURSEMENTS,
SIX MONTHS ENDING 31ST MAY, 1911.

RECEIPTS.

Cash in hands of City Treasurer, 1st December, 1910...		\$ 40,084.81
Receipts during six months:		
Taxes, 1909 collected.....	\$ 31,741.20	
Taxes, 1910 ".....	123,544.27	
Interest on Cash in hands of City Treasurer.....	301.36	
Sundry Receipts.....	843.99	
		156,430.82
		\$196,515.63

DISBURSEMENTS.

Books.....	\$16,867.92
Newspapers and Periodicals.....	2,948.57
Binding.....	9,510.77
Books lost and paid for—Refunds.....	61.70
Finding Lists.....	1,346.81
Freight and Express.....	73.59
Postage.....	497.00
Delivery Stations—Miscellaneous.....	2,401.69
Branch Reading Rooms—Miscellaneous.....	3,262.20
Salaries:	
Main Building.....	\$77,612.24
Branch Reading Rooms.....	15,238.10
Delivery Stations.....	8,526.94
	101,377.28
Miscellaneous.....	1,825.80
Printing and Stationery.....	1,975.33
Fuel.....	6,075.78

Heating and Generating Plant	530.74	
Elevator Supplies and Repairs	249.70	
Electric Supplies and Repairs	211.71	
Repairs, Alterations and Improvements	321.98	
Janitor Expense	366.32	
Insurance	421.55	
Furniture and Fixtures	28.50	
Blackstone Branch Library	1,013.14	
Kelly Branch Library (Building)	23,470.00	174,838.08

Balance, Cash in hands of City Treasurer, 31st May, 1911..... \$ 21,677.55

PUBLIC LIBRARY FUND.

Taxes, 1910, balance of levy..... \$194,073.08
 Cash in hands of City Treasurer..... 21,677.55

Library Fund at 31st May, 1911..... \$215,750.63

CASH RECEIPTS AND EXPENDITURES, THREE MONTHS ENDING
28TH FEBRUARY, 1911.

RECEIPTS.

	Dec., 1910.	Jan., 1911.	Feb., 1911.
Cash Balance at close of previous month...	\$ 44,928.60	\$126,478.55	\$65,618.65
Kelly Fund, Income.....	684.94	1,091.08	85.77
Ryder Fund, Income.....	20.00	235.19	10.00
Jackson Fund, Income.....		.47	
Beecher Fund, Income.....	40.00	30.50	
Sale of Real Estate (Fee under Brother Jonathan Building)	225,000.00		
Mortgage Loan.....		3,500.00	
Accrued Interest.....		477.55	
Certificate of Deposit.....	225,000.00		
City Treasurer, for Incidental Fund.....	235.96	254.22	176.10
Finding Lists	14.61	21.02	16.32
Books lost and paid for.....	70.25	93.55	65.45
Deposits	337.50	248.25	215.50
Fines	1,129.10	1,391.58	943.17
Miscellaneous, ...	26.41	66.78	45.35
	\$497,487.37	\$133,888.74	\$67,176.31

DISBURSEMENTS.

City Treasurer	111.27	181.35	127.12
Deposits Repaid	331.00	265.75	192.00
Books.....	18.85	34.40	44.91
Newspapers and Periodicals	3.25	5.00	10.00
Books Lost and paid for—Refunds.....	18.00	9.75	13.50

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Freight and Express	3.70	3.26	11.11
Delivery Stations—Miscellaneous	11.13	3.07	.90
Branch Reading Rooms—Miscellaneous	2.00	4.65	2.00
Blackstone Branch Library	1.15		
Miscellaneous Expense	81.08	30.30	54.38
Postage	95.00	85.00	67.00
Printing and Stationery	5.10	.67	.15
Heating and Generating Plant	13.11		
Janitor Expense	1.85		
Pension Fund	1,129.10	1,391.58	943.17
Bonds	143,020.00	65,741.25	15,980.00
Accrued Interest on Bonds	1,163.23	160.56	236.45
Certificate of Deposit	225,000.00		
Kelly Fund, Income		132.00	
Ryder Fund, Income		221.50	
	<u>\$371,008.82</u>	<u>\$68,270.09</u>	<u>\$17,682.69</u>
Balance, Cash on hand at close of month	126,478.55	65,618.65	49,493.62
	<u>\$497,487.37</u>	<u>\$133,888.74</u>	<u>\$67,176.31</u>

SUMMARY OF BALANCES.

	Dec., 1910.	Jan., 1911.	Feb., 1911.
Hiram Kelly Fund	\$200,000.00	\$200,000.00	\$200,000.00
Hiram Kelly Fund, Increment	65,000.00	65,000.00	65,000.00
Hiram Kelly Fund, Income	39,630.48	40,589.56	40,675.33
W. H. Ryder Fund	10,000.00	10,000.00	10,000.00
W. H. Ryder Fund, Income	2,406.97	2,420.66	2,430.66
Jerome Beecher Fund	2,000.00	2,000.00	2,000.00
Jerome Beecher Fund, Income	2,073.85	2,104.35	2,104.35
H. W. Jackson Fund	1,000.00	1,000.00	1,000.00
H. W. Jackson Fund, Income	44.41	44.88	44.88
Story Hour Fund	3.04	3.04	3.04
Incidental Fund	245.78	323.90	296.05
Security Deposits	1,149.75	1,132.25	1,155.75
Special Deposits	100.00	100.00	100.00
	<u>\$323,654.28</u>	<u>\$324,718.64</u>	<u>\$324,810.06</u>
Deduct:			
Mortgage Loan	8,000.00	4,500.00	4,500.00
Certificate of Deposit	399.09	399.09	399.09
Bonds	187,613.41	253,354.66	269,334.66
Accrued Interest on Bonds	1,163.23	846.24	1,082.69
	<u>\$197,175.73</u>	<u>\$259,099.99</u>	<u>\$275,316.44</u>
Balance	126,478.55	65,618.65	49,493.62
	<u>\$323,654.28</u>	<u>\$324,718.64</u>	<u>\$324,810.06</u>

CASH RECEIPTS AND EXPENDITURES, THREE MONTHS ENDING
31ST MAY, 1911.

RECEIPTS.

	March.	April.	May.
Cash, Balance at close of previous month...	\$49,493.62	\$46,140.80	\$46,353.25
Kelly Fund, Income.....	23.19	1,095.84	196.21
Ryder Fund, Income.....		15.22	
Jackson Fund, Income.....		25.00	
Sherman Park Fund.....	100.00		
Certificate of Deposit.....		399.09	
Accrued Interest.....		706.13	65.22
City Treasurer for Incidental Fund.....	203.95	278.16	470.98
Finding Lists.....	11.18	8.96	6.66
Books Lost and Paid for.....	79.99	70.00	75.00
Deposits.....	273.00	213.75	201.00
Fines.....	1,175.41	1,199.47	1,268.73
Miscellaneous.....	56.72	49.73	66.01
	<u>\$51,417.06</u>	<u>\$50,202.15</u>	<u>\$48,703.06</u>

DISBURSEMENTS.

City Treasurer.....	147.89	128.69	147.67
Deposits Repaid.....	316.25	212.75	212.00
Books.....	29.63	52.63	23.20
Newspapers and Periodicals.....	12.50	9.74	10.15
Books Lost and Paid for—Refunds.....	5.90	4.00	10.55
Freight and Express.....	32.23	20.19	3.10
Delivery Stations—Miscellaneous.....	2.03	1.15	6.93
Branch Reading Rooms—Miscellaneous...	8.65	5.50	2.00
Blackstone Branch Library.....		3.70	3.70
Miscellaneous Expense.....	84.23	253.92	333.10
Postage.....	100.00	90.00	60.00
Printing and Stationery.....	2.99	8.00	12.45
Heating and Generating Plant.....		18.94	3.15
Elevator Supplies and Repairs.....		3.21	6.14
Electric Supplies and Repairs.....			2.45
Pension Fund.....	1,175.41	1,199.47	1,268.73
Bonds.....	2,482.30		
Accrued Interest on Bonds.....	24.33		
Certificate of Deposit.....		406.59	
Kelly Fund, Income.....	611.13	1,424.12	3,806.38
Ryder Fund, Income.....	240.79	6.30	53.85
	<u>\$ 5,276.26</u>	<u>\$ 3,848.90</u>	<u>\$ 5,965.56</u>
Balance, Cash on hand at close of month..	46,140.80	46,353.25	42,737.50
	<u>\$51,417.06</u>	<u>\$50,202.15</u>	<u>\$48,703.06</u>

SUMMARY OF BALANCES

	March.	April.	May.
Hiram Kelly Fund.....	\$200,000.00	\$200,000.00	\$200,000.00
Hiram Kelly Fund, Increment.....	65,000.00	65,000.00	65,000.00
Hiram Kelly Fund, Income.....	40,087.39	39,759.11	36,148.93
W. H. Ryder Fund.....	10,000.00	10,000.00	10,000.00
W. H. Ryder Fund, Income.....	2,189.87	2,198.79	2,144.94
Jerome Beecher Fund.....	2,000.00	2,000.00	2,000.00
Jerome Beecher Fund, Income.....	2,104.35	2,104.35	2,104.35
H. W. Jackson Fund.....	1,000.00	1,000.00	1,000.00
H. W. Jackson Fund, Income.....	44.88	69.88	69.88
Sherman Park Fund.....	100.00	100.00	100.00
Story Hour Fund.....	3.04	3.04	3.04
Incidental Fund.....	221.84	29.02	23.08
Security Deposits.....	1,112.50	1,113.50	1,102.50
Special Deposits.....	100.00	100.00	100.00
	\$323,963.87	\$323,477.69	\$319,796.72
Deduct:			
Mortgage Loan.....	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00
Certificate of Deposit.....	399.09	406.59	406.59
Bonds.....	271,816.96	271,816.96	271,816.96
Accrued Interest on Bonds.....	1,107.02	400.89	335.67
	\$277,823.07	\$277,124.44	\$277,059.22
Balance.....	46,140.80	46,353.25	42,737.50
	\$323,963.87	\$323,477.69	\$319,796.72

The President stated that, in accordance with the action of the Board, the cost of the maintenance of the Hiram Kelly Branch Library, which was opened to the public June 24, 1911, is to be paid from the income from the Hiram Kelly fund, and suggested that money for the maintenance of the building be transferred from savings account to an account subject to check in one of the banks.

Director Stern moved that the sum of \$5,000.00 be transferred to the Union Trust Company bank, there to be held subject to check under the usual conditions as fixed in the by-laws of the Board.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Freeman, Wait, Henius, Ksycki and the President—8.

Nays—None.

REPORTS OF OFFICERS.

The Librarian reported that the Branch at Hamlin Park was opened to the public Saturday, July 22, 1911.

NEW BUSINESS.

The President announced that the next order of business would be the election of officers for the ensuing year, and stated that nominations for President were now in order.

Director Stern nominated Director Roulston to succeed himself as President.

There being no other nominations, Director Stern moved that the election be made unanimous.

Carried—Director Stern putting the question.

The President called for nominations for Vice-President.

Director Frank nominated Director Stern.

There being no other nominations, it was moved that the election be made unanimous.

Carried.

The President announced the Standing Committees of the Board for the year 1911-1912 as follows:

Library: Directors Stern, Frank, Henius.

Administration: Directors Wait, Lagorio, Henius.

Branches: Directors Taylor, Stern, Ksycki.

Delivery Stations: Directors Frank, Freeman, Ksycki.

Buildings and Grounds: Directors Lagorio, Wait, Frank.

Finance: Directors Freeman, Stern, Henius.

By-Laws: Directors Ksycki, Lagorio, Taylor.

On motion of Director Frank, the Board adjourned.

H. G. WILSON,
Secretary.

BOARD OF DIRECTORS
OF THE
CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, AUGUST 14, 1911.

OFFICIAL RECORD.

There were present the Vice-President, Director Stern, in the chair, and Directors Lagorio, Frank, Wait and Henius.

Absent — Directors Roulston, Taylor, Freeman and Ksycki.

MINUTES APPROVED.

On motion of Director Frank, the minutes of the regular meeting held July 24, 1911, were approved as recorded and printed without being read.

COMMUNICATIONS.

Communications were received as follows:

From Miss Amanda Diehl, praying the Board to grant her compensation for time lost on account of illness from April 26 to July 26, 1911.

Referred to the Committee on Administration.

From Chas. E. Milroy, Chairman of Special Committee of the Central Edge-water Improvement Association, request-

ing the use of assembly hall in the Library building for a public meeting of delegates from various improvement associations throughout the city, for the purpose of providing means of assisting persons in danger of drowning along the lake front of Chicago.

Director Lagorio moved that permission be granted for the meeting to be held Friday, August 25, 1911.

Carried.

The following requests for delivery stations were referred to the Committee on Delivery Stations:

Louis Grosse, 2942 N. Clark street; Albert J. Kuehn, 1904 Ogden avenue; E. L. Held, Edison Park; Joseph Barker, 903 E. 75th street.

A communication from J. Waldman, resigning as keeper of delivery station No. 4 South.

Director Frank moved that the resignation be accepted and that delivery station

No. 4 South be transferred to the care of Mr. Dorris Deane, at 534 W. 43d street.

Carried.

From Chas. F. Holloway, requesting the Board to appoint him keeper of delivery station No. 3 North, 2544 Lincoln avenue.

Director Frank moved that the request be granted.

Carried.

COMMITTEE ON LIBRARY.

Director Frank, for the Committee, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Lagorio, Frank, Wait, Henius and the Chair—5.

Nays—None.

A. C. McClurg & Co., books.....	\$ 914.74
Cambridge University Press, books.....	116.00
A. Kroch & Co., books.....	86.32
Walter M. Hill, books.....	81.32
Gurewitsch & Ravitch, books.....	42.64
R. B. Peattie, books.....	14.94
Moody Manual Co., books.....	12.00
Em. Terquem, books, Francs 74.60 (est.).	14.92
Matthew Bell & Co., binding, £9/9/-(est.)	45.99
Geo. E. Koehler, binding.....	713.69
John Seybold, binding.....	508.57
Burgmeier Book Bindery, binding.....	29.10
Gaylord Bros., pamphlet binders, etc....	18.50
Cameron, Amberg & Co., printing.....	75.00
James Watson & Co., printing.....	55.10
Max Stern's Sons, printing.....	4.50
Juergens Bros. Co., electros for English prose fiction finding list.....	144.00
Bradner Smith & Co., envelopes, manila paper, etc.....	43.58
Dwight Bros. Paper Co., paper.....	25.77
Swigart Paper Co., paper.....	22.21
Library Bureau, branch book pockets, cards, books.....	113.95
The Shaw-Walker Co., cards.....	35.00
Rockwell-Barnes Co., paper.....	5.50
Geo. E. Cole & Co., misc. stationery....	41.35
Dennison Mfg. Co., gline, labels, tags ...	8.15

Underwood Typewriter Co., typewriting ribbons.....	9.00
H. G. Wilson, Secretary, cash expenditures for July, 1911.....	204.08
	<u>\$3,385.92</u>

He, also, presented the following list of bills to be paid from the Kelly and Ryder fund income accounts and moved that the bills be ordered paid.

Carried.

Yeas—Directors Lagorio, Frank, Wait, Henius and the Chair—5.

Nays—None.

HIRAM KELLY FUND INCOME.

A. C. McClurg & Co.....	\$1,264.67
Royal Typewriter Co.....	58.50
Bullard & Gormley Co.....	40.05
E. P. Strandberg Co.....	29.00
Hocking & Penhallegon.....	1.00
	<u>\$1,393.22</u>

RYDER FUND INCOME.

G. Broes Van Dort Co.....	\$18.00
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He, also, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Lagorio, Frank, Wait, Henius and the Chair—5.

Nays—None.

CHICAGO, August 14, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—For the International Municipal Congress and Exposition, to be held at the Coliseum September 18th to 30th, the Library has compiled a bibliography of material on municipal topics, with special reference to Chicago, to be found in the principal libraries of the city. The bibliography comprises about a thousand titles. An edition of 2,500 copies will cost about \$300 for printing, and the cost will be borne jointly by the contribut-

ing libraries. As regards an exhibit on the part of the Library, which has been invited by the management of the exposition, your Committee have not sufficient data at this time as to space allotted, cost involved, or participation by other libraries, to submit a detailed recommendation. Any considerable expenditure in the present condition of our finances is inadvisable. The Council has made an appropriation for a general municipal exhibit, but it may not be possible to have a library exhibit paid for from this source. We recommend that the matter be referred to this Committee with power to proceed as the circumstances may warrant.

A revised fiction finding list has just been issued from the press, and we have authorized the sale of copies at fifteen cents each.

Your Committee herewith report the following schedule of book lists approved and recommended for purchase:

Current American books—171 vols.—\$167.00.

Current English books—15 vols.—\$13.00.

Miscellaneous books to be replaced (English)—302 vols.—\$500.00.

Non-fiction books for open shelves—411 vols.—\$417.00.

Fiction for open shelves—193 vols.—\$173.00.

Extra copies of fiction for stacks and open shelves—85 vols.—\$85.00.

Books for deposit collection—214 vols.—\$175.00.

Books for school deposit collection—629 vols.—\$390.00.

Miscellaneous books required by Lincoln Center—13 vols.—\$9.00.

Total, general fund: 2033 vols.—\$1929.00.

Reference books for Kelly Branch (Kelly fund)—38 vols.—\$175.00.

Dramatic Literature for Lincoln Center (Kelly fund)—12 vols.—\$11.00.

Total, Kelly fund: 50 vols.—\$186.00.

Incidental bills referred to Committee on Library: \$62.99.

Respectfully submitted,

JULIUS STERN,
MORTIMER FRANK,
MAX HENIUS,

Committee on Library.

COMMITTEE ON ADMINISTRATION.

Director Wait, Chairman, presented the following report and moved its adoption.

Carried.

Yeas—Directors Lagorio, Frank, Wait, Henius and the Chair—5.

Nays—None.

CHICAGO, August 14, 1911.

*To the President and Board of Directors,
Chicago Public Library.*

Gentlemen:—Your Committee on Administration submit the following recommendations and ask their adoption:

1. That the salary of the janitor at the Hiram Kelly branch be fixed at the rate of \$1,000 per annum, service including all work connected with heating and cleaning the building and keeping grounds in order, and that the Civil Service Commission be requested to certify a name from the eligible list.

2. That the quarters in the Hiram Kelly branch, originally designated for occupancy by the janitor, be reserved for library use.

3. A number of transfers and resignations in some of the branches render necessary the filling of the following vacancies: Branch librarians at West Twenty-sixth Street, Burr School, Ogden Park, Lewis Institute and Davis Square branches, Grade 2. Also, as soon as ready for occupancy, for the new branch at Princeton and Forty-first streets. We recommend that the Librarian be authorized to fill these places according to need, by requisition on the Civil Service Commission.

4. We recommend that page service in the following branches be dispensed with, and that full-time assistants be appointed instead: Austin, Hebrew Institute, Lawndale.

5. It is hereby recommended that an additional assistant be employed in the Department of Branches.

6. It seems to your Committee advisable to convert as rapidly as possible all reading rooms in the park field houses into circulating centers. If found feasible to do so within the limits of the budget adopted in January, your Committee recommend that steps be taken to effect the necessary changes, and that authority be given for the employment in such centers of assistants on half-time.

The following resignations have been received by your Committee and their acceptance is recommended, with authority to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Catherine Hatchell, bindery assistant, July 17.

Benjamin Browning, page, July 19.

Walter F. Hickey, page, July 24.

Clarence W. Neely, page, August 4.

Jeffrey Graham, page, August 7.

Chester Field, page, to take effect August 25.

Harold E. Spake, page, to take effect August 25.

Your Committee also report the reinstatement on July 10 of James Horan, marble cleaner, who was suspended for unbecoming conduct.

Respectfully submitted,

HORATIO L. WAIT,

A. LAGORIO,

MAX HENIUS,

Committee on Administration.

COMMITTEE ON DELIVERY STATIONS.

Director Frank, Chairman, presented the following schedule of bills, regularly

audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Lagorio, Frank, Wait, Henius and the Chair—5.

Nays—None.

Knox Automobile Co. of Ill., automobile parts	\$ 44.09
Auto Parts Co., automobile parts	21.10
Motor Car Supply Co., automobile parts	9.44
Standard Oil Co., gasoline	68.45
Valvoline Oil Co., oil	14.25
Firestone Tire & Rubber Co., automobile tires	75.51
American Battery Co., repairs to storage battery	8.75
Samuel Harris & Co., hand reamer, bench brushes, etc.	6.69
Perkins Machine Co., machinists' labor	6.80
Scully Steel & Iron Co., angle and channel iron	4.69
J. M. Hecht Brass Works, brass castings	4.57
Remien & Kuhnert Co., turpentine, varnish, shellac, etc.	19.90
Wayman & Murphy, automobile parts	16.50
Frank Seely, hanging delivery station signs	9.00
C.A. Taylor Trunk Works, delivery trunk keys	7.20
	\$316.74

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Lagorio, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Lagorio, Frank, Wait, Henius and the Chair—5.

Nays—None.

Lewis Institute, rent, W. Madison St. Branch	\$ 100.00
M. Krska, rent, W. 28th St. Branch	65.00
Morris A. Goldberger & Nathan A. Edenburg, rent, Logan Bd. Branch	50.00
Wm. A. Giles (F. A. Hill & Co. Agts.), rent, Austin Branch	30.00

Chicago, Burlington & Quincy R. R. Co., rent, Lawndale Branch.....	30.00
Peoples Gas Light & Coke Co., gas.....	24.82
Chicago Telephone Co., telephone ser- vice.....	56.73
A. P. W. Paper Co., toilet supplies.....	60.00
Haegele Ice Co., ice.....	29.54
Sanitary Office Towel Co., laundering towels.....	23.38
J. F. McGuire, sprinkling streets around main library.....	20.00
Pasteur Filter Sales & Repair Co., re- pairs to filters.....	9.15
Raymond Express Co., delivering mail..	9.00
Chicago Evening Post, advertising.....	7.89
City Collector, City of Chicago, street car books.....	5.30
Baker Bros., coal.....	579.54
Krehbiel Co., coal analysis.....	25.00
McMaster-Carr Supply Co., hose, helmet oil, gauge glasses, etc.....	20.13
Leonhardt Safety Water & Lubricator	
Glass Shield Co., engineering supplies.	18.00
Crane Co., engineering supplies.....	4.91
G. Bossenga, removing ashes.....	15.50
Illinois Electric Co., electrical supplies..	13.11
James S. Kirk & Co., soft soap.....	21.20
Bullard & Gormley Co., miscellaneous hardware.....	20.33
Pullman Chemical Co., soap powder....	6.30
H. Rosenbaum Roofing Co., repairs to roof and dome.....	463.61
E. Baggot Co., general plumbing repairs	144.50
Mandel Bros., window shades and lino- leum.....	66.63
Edward Hines Lumber Co., lumber.....	51.80
Commonwealth Edison Co., electric cur- rent, Blackstone Branch (2 mos.).....	41.13

W. V. Geary, sprinkling streets around Blackstone Branch (4 mos.).....	25.00
H. G. Wilson, Sec'y, cash expenditures for July, 1911.....	47.81
E. P. Strandberg Co., final payment, gen- eral work, Kelly Branch.....	4,500.00
L. H. Prentice Co., final payment, steam heating, etc., Kelly Branch.....	396.00
Hulbert & Dorsey, final payment, plumb- ing, sewers, etc., Kelly Branch.....	202.00
Kohler Bros., final payment for conduit and wiring, Kelly Branch.....	67.50
	<u>\$7,250.81</u>

REPORTS OF OFFICERS.

The Librarian presented his report for the month of July, 1911, which was received and ordered published.

The Librarian reported that a request for a deposit collection had been made by the Illinois Industrial School, located at Park Ridge.

After discussion, Director Wait moved that the request be granted.

Carried.

There being no further business, Director Frank moved that the Board adjourn.

Carried.

H. G. WILSON,
Secretary.

REPORT OF LIBRARIAN FOR JULY, 1911.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of July, 1911, was 167,150; for the corresponding month of the previous year, 145,801. The circulation was from the following sources:

Central Library.....	43,281
Branches.....	53,329
Stations.....	70,540
	<u>167,150</u>

The following is a summary of the books obtained at the Central Library:

Main Collection	19,469
Open Shelf	16,150
Hughes Room	897
Information Desk (Teachers' and special cards)	6,304
Miscellaneous	266
Books for the Blind	195
	43,281

The circulation from branches, including volumes supplied through the Stations Department, was as follows:

BRANCH	DIRECT	STATION	TOTAL
Austin	4,930	375	5,305
Blackstone	6,408	240	6,648
Burr School	1,669	37	1,706
Cornell	1,153	115	1,268
Hamlin Park (Opened July 22)	281	5	286
Hebrew Institute	2,947	1,616	4,563
Kelly	4,218	91	4,309
Lawndale	2,542	105	2,647
Lewis Institute	6,084	641	6,725
Lincoln Center	3,797	469	4,266
Logan Square	2,501	166	2,667
Mark White	1,700	111	1,811
Seward Park	718	556	1,274
Sherman Park	2,044	265	2,309
Walker	561	37	598
West Park 1	1,453	142	1,595
West Park 2	2,406	516	2,922
West 26th Street	2,046	323	2,369
Other Agencies	5,871	2,167	8,038
	53,329	7,977	61,306

Of the 70,540 books supplied through the Stations Department, 5,810 were sent to 18 branches and 64,730 to 87 stations. The books supplied for the same month of the preceding year numbered 80,831 volumes.

The circulation department was open on 25 week days. The daily average week day circulation was 6,686.

REFERENCE ROOM.

	1911.	1910.
Number of books issued from stacks	22,564	21,039
Number of recorded visitors	8,732	8,171

No record was kept of the number of books consulted at or borrowed from the open shelves.

ROOM FOR ART BOOKS.

Books consulted, 5,885. Visitors, 1,858.

PATENTS AND PUBLIC DOCUMENTS.

Volumes consulted, 10,593. Visitors, 2,693.

BOUND NEWSPAPERS.

Bound newspapers consulted, 595.

READING ROOMS.

Periodicals issued at the counter at Central Library, 9,655. No record was kept of use of periodicals and newspapers on open stands and racks. Mean attendance per hour, 154. Average maximum attendance per hour, 202.

At the branch reading rooms, no record was kept of the table use of books and magazines. The number of books circulated for home use, through the Stations Department, was as follows:

Armour Square	709
Bessemer Park	556
Davis Square	309
Hamilton Park	1,169
Ogden Park	931
West Park Three	362

REGISTRATION.

The number of cards issued on new registrations and re-registrations, 3,408; issued in July of the previous year, 2,866. Number of non-fiction cards issued, 1,167; juvenile cards, 1,217; research cards, 5; vacation cards, 393; teachers' cards, 57. The number of three-year cards outstanding is, 131,618.

BINDING DEPARTMENT.

Number of books at binderies July 1, 1911	5,854
Number of books sent to binderies in July, 1911	4,624
Total number of books at binderies in July, 1911	10,478
Number of books received from binderies in July, 1911	3,067
Number of books at binderies July 31, 1911	7,411
Number of books repaired in library in July, 1911	2,060

GROWTH OF THE LIBRARY.

The total number of volumes in the Library July 31, 1911, was 455,468. Received since June 1, 1911, 9,260; since July 1, 1911, 4,069. Books worn out and discarded since June 1, 1,682; since July 1, 819. Books lost and paid for since June 1, 196; since July 1, 123. Books found and money refunded since June 1, 13; since July 1, 5.

CHICAGO, August 14, 1911.

HENRY E. LEGLER,
Librarian.

BOARD OF DIRECTORS
OF THE
CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, AUGUST 28, 1911.

OFFICIAL RECORD.

There being no quorum present the Board adjourned.

H. G. WILSON, *Secretary*.

REGULAR MEETING.

CHICAGO, MONDAY, SEPTEMBER 11, 1911.

OFFICIAL RECORD.

There were present the President, Director Roulston, in the chair, and Directors Stern, Frank, Freeman, Wait, Henius and Ksycki.

Absent—Directors Taylor and Lagorio.

MINUTES APPROVED.

On motion of Director Frank, the minutes of the regular meeting held August 14, 1911, were approved as recorded and printed without being read.

COMMUNICATIONS.

The following communications were received and referred to the Committee on Delivery Stations:

E. J. Black, resigning as keeper of delivery station No. 2 North, and from Addison G. Spencer applying for the position.

A. J. Stockhoff, resigning as keeper of delivery station No. 13 West, and from H. F. Kurth applying for the position.

H. D. Levy, resigning as keeper of delivery station No. 30 South, and from Mrs. Fannie Brill applying for the position.

Theodore Schneider, applying for care of delivery station No. 49 West in Edison Park.

F. B. Boyden, enclosing a petition for

a delivery station to be established in his store, 4406 Milwaukee avenue.

J. B. Merkels, 6922 N. Clark street, applying for a delivery station.

From citizens of the Fifteenth Ward, praying the Board to establish a delivery station in the store of Henry L. Neumann, 2147 W. Augusta street.

From John Kirschhoefer, offering to lease his store, 2358 Lincoln avenue, for branch library purposes.

Referred to the Committee on Branches.

From the Woman's City Club, requesting permission to use assembly hall in the Public Library building on the third Saturday morning of each month, October to April, inclusive.

Referred to the Committee on Buildings and Grounds.

From Margaret A. Conley, requesting permission to use assembly hall in the Hiram Kelly Branch for a piano recital.

Referred to the Committee on Buildings and Grounds.

COMMITTEE ON LIBRARY.

Director Stern, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Frank, Freeman, Wait, Henius, Ksycki and the President—7.

Nays—None.

A. C. McClurg & Co., books.....	\$1,105.49
H. R. Huntting Co., Inc., books.....	29.00
O. G. Waffle, books	23.50
John Seybold, binding.....	638.25
Northwestern Bindery, binding.....	615.34
Geo. E. Koehler, binding	480.81
Joseph Flucke & Son, binding.....	274.05

Burgmeier Book Bindery, binding.....	72.60
Gaylord Bros., pamphlet binders and silk-finish cloth.....	9.90
James Watson & Co., linotype composition, presswork and binding English prose fiction finding lists.....	1,319.90
James White Paper Co., paper.....	31.36
Swigart Paper Co., tough check.....	12.94
Bradner Smith & Co., paper, card covers, envelopes.....	11.25
Paper Mills Co., paper.....	6.40
Cameron, Amberg & Co., binders' schedules, receipt books, presswork on library cards, etc.....	76.75
Library Bureau, book pockets, cards, bookcase, etc.....	110.70
A. L. A. Publishing Board, periodical cards.....	20.75
Holmes Mfg. Co., embossed noteheads ..	7.50
Max Stern's Sons, printing.....	3.25
Geo. E. Cole & Co., misc. stationery....	10.10
H. S. Parrish & Co., rubber bands, rubber stamps, etc.....	12.75
Addressograph Co., addresses	12.84
Feldmann System Mfg. Co., binders.....	51.63
N. H. Carpenter, President, Council for Library and Museum Extension, Library's share of cost of publication of Handbook	200.00
H. G. Wilson, Sec'y, cash expenditures, August, 1911	194.72
	<u>\$5,331.78</u>

He, also, presented the following schedule of bills for books to be paid from the Kelly fund income account and moved that the bills be ordered paid.

*Carried.

Yeas—Directors Stern, Frank, Freeman, Wait, Henius, Ksycki and the President—7.

Nays—None.

KELLY FUND INCOME.

A. C. McClurg & Co.....	\$145.35
O. G. Waffle.....	31.00
F. M. Morris Co.....	27.50
H. R. Huntting Co.....	23.00
Brooklyn Public Library.....	1.00
	<u>\$227.85</u>

He, also, presented the following report of the Committee and moved that the recommendations contained therein be concurred in.

Carried.

Yeas—Directors Stern, Frank, Freeman, Wait, Henius, Ksycki and the President—7.

Nays—None.

CHICAGO, Sept. 11, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Library herewith report a schedule of book lists submitted by the Librarian, approved by the Committee, and recommended for purchase:

Current American books, Aug. 28, 1911—108 vols.—\$138.00.

Current American books, Sept. 11, 1911—223 vols.—\$250.00.

Current English books—15 vols.—\$40.00.

Miscellaneous books to be replaced—16 vols.—\$25.00.

Extra copies of miscellaneous books for stacks and open shelves—293 vols.—\$270.00.

Non-fiction books for open shelves—120 vols.—\$120.00.

Fiction for open shelves—176 vols.—\$160.00.

Special books for deposit collection (story hour use)—19 vols.—\$15.00.

Books for Thomas Hughes room—132 vols.—\$96.00.

List of miscellaneous books—68 vols.—\$52.50.

Italian books for deposit collection—125 vols.—\$100.00.

Polish books for deposit collection—157 vols.—\$116.00.

Hungarian books for deposit collection—77 vols.—\$50.00.

Fiction for branches (Kelly fund)—780 vols.—\$680.00.

Book of Knowledge, 5 sets (Kelly fund)—120 vols.—\$168.30.

List of miscellaneous books (Kelly fund)—83 vols.—\$109.50.

Total (General fund): 1529 vols.—\$1432.50.

Total (Kelly fund): 983 vols.—\$957.80.

Total for Main Library and Branches: 2512 vols., \$2390.30.

Incidental bills referred to the Committee, payment of which is recommended: \$29.68.

We recommend that the following charge for a book destroyed by fire in home of petitioner be remitted:

Eddie Gassman, 8728 Cummins avenue, "Schiff Ahoy!", 85 cents.

Respectfully submitted,

JULIUS STERN,
MORTIMER FRANK,
MAX HENIUS,
Committee on Library.

COMMITTEE ON ADMINISTRATION.

Director Wait, Chairman, presented the following report of the Committee and moved that the recommendations contained therein be concurred in.

Carried.

Yeas—Directors Stern, Frank, Freeman, Wait, Henius, Ksycki and the President—7.

Nays—None.

CHICAGO, Sept. 11, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Serious illness compelled the absence from duty of Miss Amanda Diehl from April 26 to July 26. Miss Diehl has given twenty-four years of conscientious service to the library, and has never before asked for consideration from the Board. Your Committee on Administration recommend that Miss Diehl be reimbursed the amount of salary lost, by

reason of such absence, for the period mentioned.

Your Committee recommend that the action of the Librarian in suspending Thomas F. Reilly, a page, for continued absence without leave be approved; that the said page be reported for separation and that his place be filled in the usual manner.

The following resignations have been received by your Committee and their acceptance is recommended, with authority to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Samuel Baer, page, August 25.
Clarence H. Black, page, August 12.
Eleanor Buynitzky, branch librarian,

August 31.

John R. Doran, page, Sept. 2.
Bernard D. Friedman, page, Sept. 9.
Ismond J. Gordon, page, August 25.
Sollie Harris, page, Sept. 2.
Thomas Levish, page, Aug. 25.
Thomas S. McElligott, page, Sept. 2.
Anthony P. Peluso, page, Sept. 2.
George H. T. Smith, page, Sept. 2.
Leo A. Tarkovsky, page, Sept. 2.
Jessie Wells, branch librarian, Sept. 1.

Respectfully submitted,

HORATIO L. WAIT,
MAX HENIUS,

Committee on Administration.

He, also, presented the following report and moved its adoption.

Carried.

Yeas—Directors Stern, Frank, Freeman, Wait, Henius, Ksycki and the President—7.

Nays—None.

CHICAGO, Sept. 11, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Authority was granted by the Board at its last meeting for the appointment, by requisition on the Civil

Service Commission, of an engineer-janitor at the Hiram Kelly branch. Owing to the nature of the work required in this building, it would seem advisable to divide it by the employment, instead, of a janitor whose principal duty shall be in connection with the heating of the building, and a janitress to assist in the proper care of the rooms. We, therefore, ask that the action of the Board, as above, be rescinded and that authority be granted in lieu thereof for the employment of a janitor at \$60 per month and a janitress at \$50 per month.

Respectfully submitted,

HORATIO L. WAIT,
MAX HENIUS,

Committee on Administration.

He, also, presented the following list of vacancies and appointments from July 5 to September 9, 1911, which was received and ordered published:

Adah M. Anderson, library assistant, separated July 10; appointed Civil Service July 11, \$420 per year.

Alfonso Angarola, page, separated July 15; appointed temp. July 20, \$300 per year.

Harriet I. Baer, library assistant, separated July 5; appointed Civil Service July 6, \$420 per year.

Samuel Baer, page, resigned August 25.

Helen L. Barker, library assistant, separated July 5; appointed Civil Service July 6, \$420 per year.

Leon J. Belanger, page, appointed temp. August 14, \$300 per year.

Clarence H. Black, page, resigned August 12.

Jacob Boerman, page, appointed temp. August 26, \$300 per year.

Edith I. Bredin, library assistant, separated July 10; appointed Civil Service July 11, \$420 per year.

Benjamin A. Browning, page, resigned July 19.

Frank E. Bunn, page, appointed temp. September 5, \$300 per year.

T. H. Busse, elevator operator, appointed temp. August 4, \$750 per year; separated August 13.

Eleanor Buynitzky, branch librarian, resigned August 31.

Bernard S. Byrne, page, separated July 11.

Arthur Carlson, page, appointed temp. August 22, \$300 per year.

John R. Doran, page, appointed July 14, \$300 per year; resigned September 2.

Nicholas J. Economos, page, separated July 8.

Dora Feddersen, library assistant, appointed temp. August 7, \$600 per year; separated August 26.

Chester Field, page, resigned August 25.

Catherine J. Fox, library assistant, separated July 11; appointed Civil Service July 12, \$420 per year.

Bernard D. Friedman, page, resigned September 9.

Ralph W. Gibson, page, appointed temp. September 8, \$300 per year.

Mrs. Sarah Goodpasture, janitress, separated August 25.

Ismond J. Gordon, page, resigned August 25.

Jeffrey Graham, page, resigned August 7.

Janet M. Green, library assistant, appointed July 26, \$600 per year; separated August 31; appointed branch librarian September 1, \$720 per year.

Sollie Harris, page, resigned September 1.

Catherine Hatchell, bindery assistant, resigned July 17.

Walter F. Hickey, page, resigned July 24.

Joseph O. Hladky, library assistant, appointed temp. August 14, \$420 per year.

Mrs. Nellie Jeffers, janitress, appointed temp. August 2, \$600 per year; separated August 14.

Jessie W. Johnson, Jr., appointed July 14, \$300 per year.

Edith Kammerling, library assistant, separated July 5; appointed Civil Service July 6, \$420 per year.

Louis H. Kellogg, page, appointed temp. August 30, \$300 per year.

Herbert Kolley, page, appointed temp. August 26, \$300 per year.

Winifred J. Lagorio, library assistant, separated July 11; appointed Civil Service July 12, \$420 per year.

Thomas M. Levish, page, resigned August 25.

Sol Lipman, page, appointed temp. August 5, \$300 per year.

Thomas S. McElligott, page, resigned September 2.

Faith Mix, library assistant, separated July 5; appointed Civil Service July 6, \$420 per year.

Samuel Mosheik, page, appointed temp. September 5, \$300 per year.

Charles A. Murphy, janitor, appointed July 10, \$720 per year.

Clarence W. Neely, page, resigned August 4.

Arthur G. Nicholi, page, appointed temp. September 8, \$300 per year.

Hattie O'Neal, bindery assistant, appointed temp. July 31, \$1.25 per day.

Paul Pagett, page, appointed temp. September 5, \$300 per year.

Anthony P. Peluso, page, appointed July 17, \$300 per year; resigned September 2.

George Perdue, page, resigned July 5.

Rudolph Perlick, mechanical and electrical engineer, appointed July 21, \$1200 per year (for temporary work during vacation period).

Frank Petrie, page, appointed temp. September 6, \$300 per year.

Olive E. Pillsbury, branch librarian, appointed September 5, \$720 per year.

Frank Roche, page, separated July 17; appointed temp. July 19, \$300 per year; separated July 22; appointed temp. August 8, \$300 per year.

Isaac Rosenfeldt, page, separated July 13.

George H. T. Smith, page, appointed July 24, \$300 per year; resigned September 2.

Emma Spiering, janitress, appointed temp. July 12, \$600 per year; separated August 23.

Leo A. Tarkovsky, page, resigned September 2.

Harold Watkins, page, appointed temp. August 31, \$300 per year.

Jessie Wells, branch librarian, resigned August 31.

Nellie S. Wells, library assistant, appointed temp. August 7, \$600 per year.

Louie Wolfsky, page, appointed July 14, \$300 per year; separated July 17.

COMMITTEE ON BRANCHES.

In the absence of the Chairman, Director Stern presented the following list of bills for the maintenance of the Hiram Kelly Branch Library and moved that the bills be paid from the Kelly fund income account.

Carried.

Yeas—Directors Stern, Frank, Freeman, Wait, Henius, Ksycki and the President—7.

Nays—None.

LIST OF BILLS FOR HIRAM KELLY
BRANCH LIBRARY TO BE PAID
FROM KELLY FUND INCOME.

A. C. McClurg & Co.....	\$849.63
Marshall Field & Co.....	27.30
William W. Weil.....	20.00
A. L. A. Publishing Board	2.60
	\$899.53

COMMITTEE ON DELIVERY STATIONS.

Director Frank, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Frank, Freeman, Wait, Henius, Ksycki and the President—7.

Nays—None.

Knox Automobile Co. of Ill., automobile parts	\$ 33.67
Standard Oil Co., gasoline.....	88.20
New York & New Jersey Lubricant Co., oil	37.40
Valvoline Oil Co., gas engine oil.....	28.50
United States Tire Co., rubber tire, etc..	57.60
Perkins Machine Co., material and labor on valve stems and hand wheel.....	11.08
American Battery Co., overhauling storage battery.	5.50

D. J. Gallagher Mfg. Co., selected wipers and waste.....	15.67
Tuthill Spring Co., springs	50.80
	\$331.42

He, also, presented the following report of the Committee and moved that the recommendations be concurred in.

Carried.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Delivery Stations begs leave to report on the following matters in its hands, and recommends:

1. That delivery station No 10 North, 3005 N. Clark street, be placed under the care of Louis Grosse, at 2942 N. Clark street.
2. That the petitions of E. L. Held, Edison Park, and Albert J. Kuehn, 1904 Ogden avenue, be placed on file.
3. That the petition of Joseph Barker, 903 E. 75th street, be granted, and that a delivery station be opened at that number on the usual two months' trial, without pay.
4. That the resignation of E. J. Black, keeper of delivery station No. 2 North, 2004 Larrabee street, be accepted; and that Addison G. Spencer, who purchased Mr. Black's business, be appointed in his place.
5. That the resignation of A. J. Stockhoff, keeper of delivery station No. 13 West, 3249 Belmont Avenue, be accepted, and that H. F. Kurth be appointed keeper; he having purchased Mr. Stockhoff's business.
6. That the resignation of H. D. Levy, keeper of delivery station No. 30 South, be accepted, and that Mrs. Fannie Brill be appointed keeper of this station.
7. That delivery station No. 49 West, Edison Park, be placed under the care of Theodore Schneider.
8. That delivery station No. 4 West

be re-opened, at 1254 S. Ashland avenue, under the care of A. Cotton.

All of which is respectfully submitted,
MORTIMER FRANK,
HENRY V. FREEMAN,
PHILIP M. KSYCKI.

Committee on Delivery Stations.

CHICAGO, Sept. 11, 1911.

COMMITTEE ON BUILDINGS AND
GROUNDS.

In the absence of the Chairman, Director Wait presented the following report of the Committee and moved its adoption.

Carried.

CHICAGO, September 11, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee have received a petition from Margaret A. Conley for the use of the Hiram Kelly assembly hall for a piano recital. Inasmuch as the use of the hall for concerts would be likely to interfere with the quiet needed in the study rooms of the library, we recommend that the petition be placed on file, and that this action serve as a precedent in the case of similar requests.

Your Committee recommend further that for all meetings in the assembly hall requiring the attendance of the janitor beyond 10 p. m., all expenses involved shall be borne by the organization using the hall. Provided, that no meetings shall be permitted in the building after 11 p. m.

We recommend that permission given the Woman's City Club to use the assembly hall in the Central building the third Saturday of each month, be continued for the ensuing year, the date for September being fixed for the 23d instead of the customary time of meeting.

Respectfully submitted,

MORTIMER FRANK,
HORATIO L. WAIT,

Committee on Buildings and Grounds.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Frank, Freeman, Wait, Henius, Ksycki and the President—7.

Nays—None.

Lewis Institute, rent, W. Madison St. Branch	\$ 100.00
M. Kraska, rent, W. 26th St. Branch	65.00
Morris A. Goldberger & Nathan A. Edenburg, rent, Logan Bd. Branch	50.00
Wm. A. Giles (F. A. Hill & Co. Agts.), rent, Austin Branch	30.00
Chicago, Burlington & Quincy R. R. Co., rent, Lawndale Branch	30.00
Commonwealth Edison Co., electric current, Logan Bd. Branch	4.16
Chicago Telephone Co., telephone service	58.05
Haegele Ice Co., ice	31.88
Sanitary Office Towel Co., laundering towels	27.40
Sprague, Warner & Co., ivory soap	13.50
J. F. McGuire, sprinkling streets around main bldg.	20.00
Raymond Express Co., delivering mail ..	9.00
Baker Bros., coal	572.05
Krehbiel Co., coal analysis	25.00
Dearborn Drug & Chemical Works, oil ..	38.21
Samuel Harris & Co., machinists' supplies	5.23
Citizens Street Cleaning Bureau, Inc., removing cinders	18.00
Thayer & Lynn, turning commutator for 30 H. P. motor	5.00
Gallaher & Speck, furnishing and installing ropes on elevators, etc.	13.29
Burdett-Brownree Mfg. Co., wire, support gears and switches	20.00
James S. Kirk & Co., soft soap	18.80
Derby Steam Laundry Co., wiping cloth ..	12.50
Shavings & Sawdust Co., sawdust	8.00
Bullard & Gormley Co., hardware	3.08
Vierling Steel Works, opening window in Directors' room 3d floor	175.00
Edward Hines Lumber Co., lumber	25.70
H. G. Wilson, Sec'y, cash expenditures for Aug., 1911	54.96

Charles L. Cole, insurance on automobiles, books at binderies..... 201.33
\$1,655.14

He, also, presented a proposal from George J. Zeller, Morgan Park, to replace the gutters, downspouts, tin deck over front porch, repair conductor pipe and slate roof on the Morgan Park Branch, for the sum of \$59.00, and moved, on behalf of the Committee, that the proposal be accepted.

Carried.

Also, the following proposal, from the Dearborn Drug & Chemical Works:

"CHICAGO, Aug. 10, 1911.

"Chicago Public Library,

"Chicago.

"Attention Mr. H. G. Wilson, Sec'y.

"Gentlemen:—From our records we find that the existing contract for cylinder and engine lubricating oils will expire August 31st.

"We propose to furnish the Library Board with the same high grade oils that we have furnished on previous contracts from the first day of September, 1911, to the thirty-first day of August, 1912, on the following basis:

"We guarantee that the maximum face of the bills for said lubricating oils shall not exceed two hundred and fifty dollars (\$250.00) per year. Should our bills exceed this amount, we are to accept \$250.00 in full payment. Should our bills not equal this amount, we are to accept the face value of the invoices. The oils are to be billed as follows:

Cylinder oil, 55c per gallon, less ten per cent.

Engine oil, 35c per gallon, less ten per cent.

"We will agree, as heretofore, to at all times be responsible for any trouble in the boilers, due to the oil which we are supplying, and guarantee them to be

made of the highest grade Pennsylvania stocks, and free from any grit or gumming ingredients.

"Hoping to be favored with your valued contract for the coming year, and assuring you of the same good quality of our oil, and careful attention, we are,

"Yours truly,

"Dearborn Drug & Chemical Works,
"W. A. Converse, Sec'y."

Director Wait moved that the proposal be accepted.

Carried.

Yeas—Directors Stern, Frank, Freeman, Wait, Henius, Ksycki and the President—7.

Nays—None.

COMMITTEE ON FINANCE.

Director Freeman, Chairman, presented the renewal of the Secretary's bond, in the sum of \$10,000.00, in the American Surety Company of New York, and moved that the bond be approved and deposited with the President of the Board.

Carried.

He, also, presented proposals for the quarterly audit of the books and accounts of the Chicago Public Library for the year ending May 31, 1912:

First National Audit Co..... \$235.00
International Audit Co..... 100.00

Director Freeman, on behalf of the Committee, moved the acceptance of the bid of the International Audit Co.

Carried.

Yeas—Directors Stern, Frank, Freeman, Wait, Henius, Ksycki and the President—7.

Nays—None.

He, also, presented the following bills

audited and approved, and moved that the bills be ordered paid.

Carried.

International Audit Co. audit of
books and accounts, six months. \$50.00
American Surety Co. of New York,
premium on bond of Secretary. 25.00

\$75.00

REPORTS OF OFFICERS.

The Librarian presented his report for

the month of August, 1911, and it was received and ordered to be published.

He, also, presented a communication from Mary E. Ryan, requesting the Board to grant her compensation for time lost on account of an accident.

Referred to the Committee on Administration.

On motion of Director Frank, the Board adjourned.

H. G. WILSON,

Secretary.

REPORT OF LIBRARIAN FOR AUGUST, 1911.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of August, 1911, was 185,126; for the corresponding month of the previous year, 156,629. The circulation was from the following sources:

Central Library.....	47,365
Branches.....	62,412
Stations.....	75,349
	185,126

The following is a summary of the books obtained at the Central Library:

Main Collection.....	21,410
Open Shelf.....	18,133
Hughes Room..	1,062
Information Desk (Teachers' and special cards).....	6,253
Miscellaneous.....	295
Books for the Blind.....	212
	47,365

The circulation from branches, including volumes supplied through the Stations Department, was as follows:

BRANCH	DIRECT	STATION	TOTAL
Austin.....	5,782	314	6,096
Blackstone.....	6,720	304	7,024
Burr School.....	2,136	42	2,178
Cornell.....	1,302	125	1,427
Hamlin Park.....	2,031	48	2,079
Hebrew Institute.....	3,318	1,784	5,102
Kelly.....	5,748	101	5,849
Lawndale.....	2,891	165	3,056
Lewis Institute.....	6,978	614	7,592
Lincoln Center.....	4,453	426	4,879
Logan Square.....	2,564	195	2,759
Mark White.....	1,819	101	1,920
Seward Park.....	751	524	1,275
Sherman Park.....	2,461	289	2,750
Walker.....	576	92	668
West Park 1.....	1,758	187	1,945
West Park 2.....	2,446	558	3,004
West 26th Street.....	1,975	362	2,337
Other Agencies.....	6,703	2,466	9,095
	62,412	8,697	71,035

Of the 75,349 books supplied through the Stations Department, 6,231 were sent to 18 branches and 69,118 to 88 stations. The books supplied for the same month of the preceding year numbered 84,346 volumes.

The circulation department was open on 27 week days. The daily average week day circulation was 6,854.

REFERENCE ROOM.

	1911.	1910.
Number of books issued from stacks.....	28,026	23,183
Number of recorded visitors.....	11,094	8,757

No record was kept of the number of books consulted at or borrowed from the open shelves.

ROOM FOR ART BOOKS.

Books consulted, 8,375. Visitors, 2,754.

PATENTS AND PUBLIC DOCUMENTS.

Volumes consulted, 11,992. Visitors, 2,627.

BOUND NEWSPAPERS.

Bound newspapers consulted, 546.

READING ROOMS.

Periodicals issued at the counter at Central Library, 10,842. No record was kept of use of periodicals and newspapers on open stands and racks. Mean attendance per hour, 184. Average maximum attendance per hour, 238.

At the branch reading rooms, no record was kept of the table use of books and magazines. The number of books circulated for home use, through the Stations Department, was as follows:

Armour Square.....	653
Bessemer Park.....	554
Davis Square.....	327
Hamilton Park.....	1,262
Ogden Park.....	1,198
West Park Three.....	426

REGISTRATION.

The number of cards issued on new registrations and re-registrations, 3,774; issued in August of the previous year, 3,040. Number of non-fiction cards issued, 1,617; juvenile cards, 1,041; research cards, 3; vacation cards, 201; teachers' cards, 41. The number of three-year cards outstanding is, 132,864.

BINDERY DEPARTMENT.

Number of books at binderies August 1, 1911.....	7,411
Number of books sent to binderies in August, 1911.....	2,393
Total number of books at binderies in August, 1911.....	9,804
Number of books received from binderies in August, 1911.....	5,135
Number of books at binderies August 31, 1911.....	4,669
Number of books repaired in library in August, 1911.....	2,717

GROWTH OF THE LIBRARY.

The total number of volumes in the Library August 31, 1911, was 457,971. Received since June 1, 1911, 12,214; since August 1, 1911, 2,954. Books worn out and discarded since June 1, 2,074; since August 1, 392. Books lost and paid for since June 1, 274; since August 1, 78. Books found and money refunded since June 1, 32; since August 1, 19.

HENRY E. LEGLER,

CHICAGO, September 11, 1911.

Librarian.

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, SEPTEMBER 25, 1911.

OFFICIAL RECORD.

There were present the President, Director Roulston, in the chair, and Directors Lagorio, Frank, Freeman, Wait and Henius.

Absent—Directors Stern, Taylor and Ksycki.

MINUTES APPROVED.

On motion of Director Frank, the minutes of the regular meeting held September 11, 1911, were approved as recorded and printed without being read.

COMMUNICATIONS.

Communications were received as follows:

From A. O'Shaughnessy, 3456 Archer avenue, praying the Board to establish a delivery station in his office.

Referred to the Committee on Delivery Stations.

From T. P. Galavan, 2210 N. Clark street, praying the Board to establish a delivery station at his store.

Referred to the Committee on Delivery Stations.

From Tracy H. Holmes, Librarian of the Chicago Fish Fanciers' Club, requesting permission to use one of the club rooms in the Hiram Kelly Branch Library for meetings of that association one evening each month, beginning Wednesday, October 11th prox.

Director Lagorio moved that the request be granted.

Carried.

COMMITTEE ON LIBRARY.

In the absence of the Chairman, Director Frank presented the following report of the Committee, and moved that the recommendations contained therein be concurred in.

Carried.

Yeas—Directors Lagorio, Frank, Freeman, Wait, Henius and the President—6.

Nays—None.

CHICAGO, Sept. 25, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Owing to contemplated restrictions in clubbing rates for magazines about to be enforced by American publishers, your Committee on Library have taken steps somewhat earlier than usual to secure bids for the ensuing year. The following proposals have been received:

Bennett's Magazine Agency, \$3,801.40.

Subscription News Co., \$3,833.30.

We recommend that the contract be awarded to Bennett's Magazine Agency, lowest bidders, for the sum of \$3,801.40.

The following schedule of books recommended by the Librarian has been approved for purchase:

Current American books—214 vols.—\$228.00.

List of operas—35 vols.—\$155.00.

Danish and Norwegian books—92 vols.—\$93.00.

Juvenile books for branches (Kelly fund)—2,130 vols.—\$1,515.00.

Miscellaneous books for branches (Kelly fund)—10 vols.—\$52.00.

Total (General fund): 341 vols., \$476.00

(Kelly fund): 2,140 vols., \$1,567.00

Total for Main Library and

Branches: 2,481 vols., \$2,043.00

Respectfully submitted,

MORTIMER FRANK,

MAX HENIUS,

Committee on Library.

COMMITTEE ON ADMINISTRATION.

Director Wait, Chairman, presented the following report of the Committee and moved that the recommendations contained therein be concurred in.

Carried.

Yeas—Directors Lagorio, Frank, Freeman, Wait, Henius and the President—6.

Nays—None.

CHICAGO, Sept. 25, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—By arrangement with the Civil Service Commission, all members of the training class, whose work will begin October 2, are eligible to appointment in Grade I. of the Library service. Instead of requiring applicants to qualify by taking an examination given at the Library with civil service examination upon completion of the course, as was done in the case of the two classes which have preceded this one, all candidates were required to take the civil service examination for Grade I. prior to admission as members of the class. While this method possesses some obvious disadvantages as to selection, notably in the matter of personality, there is a distinct gain in that all class members are available for such emergency as may arise, and those who fail to measure up to the required standards can be separated from the service during this period of probation, which is identical with the time required in class work, except the final month. In view of the need for assistance occasioned by the contemplated establishment of circulating centers in place of the reading rooms now maintained in some of the field houses, it seems the most economical plan open to the Board to engage the members of the class for half-day service where they may be needed. Carrying out this policy, your Committee recommend that the class be made up on this basis for the ensuing term, the personnel being as follows:

Helen H. Forman	Sarah Menkes
Frances V. Rice	May G. Graves
Mary Pomerene	Jessie M. Lawson
Irma L. Snyder	Ella B. Marshall
Naomi W. Pollard	Gertrude H. Andrews
Muriel Dunne	Florence C. A. Quinn
Ruth C. Garvey	Josephine M. Johnson

Your Committee recommend further:

1. That, owing to ill-health, leave of absence without pay for six months be

ginning September 26, be granted to Mrs. Edith G. Coyne.

2. That Mary Ryan be given half pay during fourteen days' absence on account of illness, and that the remaining nine days be allowed as an offset of vacation due May 1 next.

3. That the schedule of salaries in effect at this time be modified as to Grade 2 by adding the following provision:

Cataloguers entering this Grade may be given credit for approved experience in similar work, not exceeding three years.

4. That the sum of forty dollars (\$40) be appropriated for payment of expenses incurred by members of the staff designated by the Librarian to officially represent the Library at the annual meeting of the Illinois Library Association at Joliet, October 11-13.

The following resignations have been received and their acceptance is recommended with authority to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Evelyn R. Adams, library assistant, September 25.

Lowell S. Blaisdell, page, September 9.

Phillip Canterbury, page, September 23.

Frank A. Forty, page, September 15.

Charles H. Jaffe, page, August 25.

George Menyea, page, September 23.

George W. Pirrong, page, September 21.

Respectfully submitted,

HORATIO L. WAIT,

A. LAGORIO,

MAX HENIUS,

Committee on Administration.

COMMITTEE ON DELIVERY STATIONS.

Director Frank, Chairman, presented the following report of the Committee, and moved its adoption.

Carried.

CHICAGO, Sept. 25, 1911.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Delivery Stations begs leave to report on the following matters in its hands and would recommend:

1. That a delivery station be opened at 4406 Milwaukee avenue, under the care of F. P. Boyden.

2. That a delivery station be opened at 2147 W. Augusta street, under the care of Henry L. Neumann.

The above two stations to be opened on the usual two months trial without pay.

3. That the petition of J. B. Merckels, for a delivery station at 6922 N. Clark street, be placed on file, as the present station (Rogers Park) is within a block and a half of the above number, and the services, as rendered by the present delivery station keeper, are satisfactory.

In recommending the opening of the two delivery stations above mentioned, your Committee is enabled to do this by the adoption of a new schedule for the delivery of books by the Library automobiles. The new schedule cuts down the number of stations delivered to by outside express service, makes possible the opening of a number of new stations in localities heretofore inaccessible, and re-arranges the work in the delivery station department so as to avoid any congestion there.

The work, as laid out in the schedule, provides for the return deliveries to 49 stations on the same day the books are collected, 34 stations return the next day, and 52 stations with deliveries three times a week.

All of which is respectfully submitted,

MORTIMER FRANK,

HENRY V. FREEMAN,

Committee on Delivery Stations.

REPORTS OF OFFICERS.

The Librarian reported, informally, that the electric fixtures had been in-

stalled in the Hiram Kelly Branch Library, and that the branch was now open evenings.

NEW BUSINESS.

The President brought up the question of an amendment to the State Revenue Act providing for a minimum rate for the Library tax.

After discussion, Director Freeman moved that a special committee be ap-

pointed, in accordance with the action of the Board January 27, 1911.

Carried.

Yeas—Directors Lagorio, Frank, Freeman, Wait, Henius and the President—6.

Nays—None.

On motion of Director Frank, the Board adjourned.

H. G. WILSON,

Secretary.

BOARD OF DIRECTORS
OF THE
CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, OCTOBER 9, 1911.

OFFICIAL RECORD.

There were present, when the Board was called to order, the President, Director Roulston in the chair, and Directors Stern, Lagorio, Frank, Wait and Henius.

Absent—Directors Taylor, Freeman and Ksycki.

MINUTES APPROVED.

On motion of Director Frank, the minutes of the regular meeting held September 25, 1911, were approved as recorded and printed without being read.

COMMUNICATIONS.

Communications were received as follows:

From Edward D. Tweedell, President of the Chicago Library Club, requesting the use of assembly hall in the Hiram Kelly Branch for the October meeting of the Chicago Library Club.

Director Lagorio moved that the re-

quest be granted, and that permission be given to hold the meeting October 20.

Carried.

From Dr. C. Hubart Lovewell, Secretary of the Englewood Branch of the Chicago Medical Society, requesting the use of assembly hall in the Hiram Kelly Branch November 7, 1911, for a joint meeting with the Teachers Association.

Director Lagorio moved that the request be granted.

Carried.

From Mrs. J. Parker, 2103 N. Halsted street, praying the Board to establish a delivery station in her store.

From A. Mengus, praying the Board to establish a delivery station in his store, 4762 Lincoln avenue.

From Mrs. T. Lambson, praying the Board to establish a delivery station in her store, 2645 W. 43d street.

Referred to the Committee on Delivery Stations.

From Arthur J. Strawson, Assistant Superintendent, The Chicago Tuberculosis Institute, requesting permission to install booths in the Public Library building and its branches for the sale of Christmas seals during the holiday season.

Director Stern moved that the request be refused in accordance with the established policy of the Library Board as to the sale of any materials for any cause in the Library building.

Carried.

COMMITTEE ON LIBRARY.

Director Stern, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait, Henius and the President—6.

Nays—None.

A. C. McClurg & Co., books.....	\$1,277.76
Otto Harrassowitz, books, Marks 2702.52 (est.).....	648.60
Clayton F. Summy Co., books.....	115.20
The Chicago Directory Co., directories..	30.00
A. Kroch & Co., subscriptions.....	23.65
R. S. Henshaw, newspapers.....	18.60
John Seybold, binding.....	531.44
Geo. E. Koehler, binding.....	468.24
Joseph Flucke, binding.....	278.90
Burgmeier Book Bindery, binding.....	235.10
Kirk's Ink Co., paste.....	9.60
The Arabol Mfg. Co., glue.....	4.00
Gaylord Bros., adhesive cloth, etc.....	8 00
James Watson & Co., printing, bulletins, minutes, etc.....	167.71
Dwight Bros. Paper Co., paper.....	53.15
Bradner Smith & Co., paper and envelopes.....	58.31
Swigart Paper Co., paper and envelopes	56.80
Sewell-Clapp Mfg. Co., envelopes.....	28.55
J. W. Butler Paper Co., scratch blocks..	9.00
Cameron, Amberg & Co., library cards, slips, labels, etc.....	87.58
Holmes Mfg. Co., embossed letterheads ..	23.50

Geo. E. Cole & Co., misc. stationery....	33.75
Rockwell Barnes Co., carbon paper.....	10.00
Dennison Mfg. Co., labels, tags, etc.....	11.50
H. S. Parrish & Co., ink pads, etc.....	10.60
Burke Mfg. Co., pencil whittlers, etc....	8.30
Chicago Rubber Clothing Co., rubber bands.....	4.50
H. G. Wilson, Sec'y, cash expenditures, Sept., 1911.....	199.00
	<u>\$4,411.34</u>

He, also, presented the following report of the Committee and moved that the recommendations contained therein be adopted.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait, Henius and the President—6.

Nays—None.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—Your Committee on Library herewith report a schedule of book lists submitted by the Librarian, approved by the Committee, and recommended for purchase:

Current American books—229 vols.—	\$256.00.
Current English books—12 vols.—	\$22.00.
Extra copies of non-fiction books—	359 vols.—\$344.00.
Extra copies of non-fiction books—	(chiefly for open shelves)—353 vols.—
	\$340.00.
Extra copies of juvenile books—104	vols.—\$96.00.
Fiction to be replaced—1733 vols.—	\$1,700.00.
Books for deposit collection—153 vols.	—\$120.00.
Books for school deposit collection—	277 vols.—\$177.00.
Dramas for Kelly Branch (Kelly fund)—	17 vols.—\$13.00.
Total: General fund—3,220 vols.—	\$3,055.00.
Kelly fund—17 vols.—\$13.00.	

Total for Main Library and Branches
—3,237 vols.—\$3,068.00.

Respectfully submitted,

JULIUS STERN,
MORTIMER FRANK,

MAX HENIUS,

Committee on Library.

CHICAGO, October 9, 1911.

He, also, presented a list of bills for books for the various branches to be paid from the Kelly fund income account, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait, Henius and the President—6.

Nays—None.

A. C. McClurg & Co., books.....	\$689.42
The Chicago Directory Co., books.....	130.00
Clayton F. Summy Co., books.....	21.60
Sarah E. Pierce, books	12.50
	<u>\$853.52</u>

COMMITTEE ON ADMINISTRATION.

Director Wait, Chairman, presented the following report of the Committee and moved that the recommendations contained therein be concurred in.

Carried.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—In accordance with the rules, the following employés are herewith reported for automatic increase of salaries, dating in each case from October 26, 1911:

John W. Barta, page; John J. Dockery, page; Nathan Dolnitzky, page; Charles E. Lhotka, page; Jacob Shapiro, page; Isadore Suluway, page; Paul B. Teeter, page; George B. Voss, page; James J. Yarber, page; Julia A. Gerloff, library assistant.

The following additional recommendations are submitted:

That leave of absence without pay for 90 days, from October 5, 1911, be granted to John R. Buster, elevator operator. The applicant asks for leave on account of ill health.

That nine days of the period from September 17 to October 8, during which Charles Beatty, page, was absent, be allowed as a vacation offset in accordance with the rules. The said Charles Beatty was injured in a street railway accident.

The following resignations have been received and their acceptance is recommended with authority to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Eugenio Celio, page, September 15.

Frank Tinsley, automobile washer, October 3.

Respectfully submitted,

HORATIO L. WAIT,

A. LAGORIO,

MAX HENIUS,

Committee on Administration.

COMMITTEE ON BRANCHES.

In the absence of the Chairman, Director Stern reported back the communication of John Kirschhoefer submitting his store near Lincoln and Fullerton avenues for branch reading room purposes, and moved that the communication be placed on file as the room is not adapted for branch library purposes.

Carried.

He, also, presented the following list of bills for the Hiram Kelly Branch, and moved that the bills be paid from the Hiram Kelly fund income account.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait, Henius and the President—6.

Nays—None.

A. C. McClurg & Co., books.....	\$362.16
O. G. Waffle, books.....	28.00

Chicago Directory Co., books.....	10.00
The Buckeye Electric Co., incandescent lamps.....	175.31
City Fuel Co., coal and wood.....	47.13
A. H. Revell & Co., cabinet.....	7.25
Bullard & Gormley Co., shears.....	1.25
Central Electric Co., electric fixtures.....	756.00
	\$1387.10

COMMITTEE ON DELIVERY STATIONS.

Director Frank, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait, Henius and the President—6.

Nays—None.

Knox Automobile Co. of Ill., automobile parts	\$ 109.48
Firestone Tire and Rubber Co., rubber tires	65.27
Standard Oil Co., gasoline.....	63.90
Valvoline Oil Co., oil.....	14.25
Goldsmith Bros. Smelting & Refining Co., platinum wire.....	21.10
Wayman & Murphy, automobile parts...	15.60
Frank Seely, rehanging delivery station signs, etc.....	8.00
	\$297.60

Director Freeman entered the room and took his seat.

Director Frank reported back the petition of A. O'Shaughnessy, 3456 Archer avenue, for a delivery station, and moved that the request be not granted as the location cannot be reached by the automobile delivery service.

He, also, reported back the petition of T. P. Galavan, 2210 N. Clark street, for a delivery station, and moved that the request be not granted as this location is within four blocks of station No. 2 North.

Carried.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Lagorio, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Freeman, Wait, Henius and the President—7.

Nays—None.

Lewis Institute, rent, W. Madison St. Branch	\$ 100.00
M. Kraska, rent, W. 26th St. Branch	65.00
Morris A. Goldberger & Nathan A. Edenburg, rent, Logan Bd. Branch	50.00
Wm. A. Giles (F. A. Hill & Co., Agts.), rent, Astin Branch.....	30.00
Chicago, Burlington & Quincy R. R. Co., rent, Lawdale Branch.....	30.00
Peoples Gas Light & Coke Co., gas.....	56.81
Peoples Gas Light & Coke Co., arc light rental.....	30.15
City Fuel Co., coal.....	134.00
Chicago Telephone Co., telephone service	52.77
Wakem & McLaughlin, Inc., castile soap	36.00
Sanitary Office Towel Co., lanndering towels.....	31.90
Haegle Ice Co., ice.....	26.55
Bullard & Gormley Co., hardware.....	22.25
City Collector, street car tickets.....	10.60
J. F. McGuire, sprinkling streets.....	20.00
Raymond Express Co., delivering mail..	9.00
Baker Bros., coal.....	610.05
Krehbiel Co., coal analysis	25.06
Perkins Machine Co., machinists labor, etc.....	27.10
Samuel Harris & Co., machinists supplies.....	5.84
D. J. Gallagher Mfg. Co., waste.....	21.75
Riddiford Bros., brooms.....	8.00
Citizens Street Cleaning Bureau, Inc., removing cinders	16.60
Illinois Electric Co., electrical supplies.	22.53
Peerless Electric Co., repairs on elevator armature, etc.....	38.00
Burdett-Brown tree Mfg. Co., leather cups.....	4.75
Dearborn Drug & Chemical Works, oil..	23.76
James S. Kirk & Co., soft soap.....	18.20

W. M. Hepburn, wire book supports.....	60.00	A. Hannibal, repairs to chairs.....	22.25
Fairbanks, Morse & Co., fitting rubber tires to trucks.....	17.31	City Collector, City of Chicago, elevator inspections.....	20.00
Eliel & Loeb, insurance on books, etc., W. 26th St. Branch.....	14.55	Commonwealth Edison Co., lighting Blackstone Branch.....	23.42
William Sullivan, additional premium on liability policy.....	12.76	H. G. Wilson, Sec'y, cash expenditures for Sept., 1911.....	108.46
Library Bureau, oak cabinets and cards.	67.60		<u>\$2,648.56</u>
Gallaher & Speck, installing downspout, etc.....	448.75		
Chicago Sidewalk-Light Co., vault lights	168.00		
H. Rosenbaum Roofing Co., repairs to tile roofs (N. dome).....	23.25		
Schweizer & West Mfg. Co., installing doors in Directors' room.....	106.00		
Davia Bros., furnishing material and set- ting marble threshold.....	19.00		
Shepley, Rutan & Coolidge, professional services, contract for doors.....	10.60		

REPORTS OF OFFICERS.

The Librarian presented his report for the month of September, 1911, which was received and ordered to be published.

On motion of Director Frank, the Board adjourned.

H. G. WILSON,
Secretary.

REPORT OF LIBRARIAN FOR SEPTEMBER, 1911.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of September, 1911, was 179,380; for the corresponding month of the previous year, 155,845. The circulation was from the following sources:

Central Library.....	47,109
Branches.....	61,860
Stations.....	70,411
	<u>179,380</u>

The following is a summary of the books obtained at the Central Library:

Main Collection.....	22,862
Open Shelf.....	19,039
Hughes Room.....	966
Information Desk (Teachers' and special cards).....	3,702
Miscellaneous.....	277
Books for the Blind.....	263
	<u>47,109</u>

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCH	DIRECT	STATION	TOTAL
Austin	5,087	265	5,352
Blackstone	6,585	335	6,920
Burr School	2,097	116	2,213
Cornell	1,212	95	1,307
Hamlin Park	2,000	94	2,094
Hebrew Institute	3,074	1,483	4,557
Kelly	7,070	137	7,207
Lawndale	2,687	183	2,870
Lewis Institute	6,968	573	7,541
Lincoln Center	4,051	465	4,516
Logan Square	2,736	168	2,904
Mark White	1,683	96	1,779
Seward Park	580	463	1,043
Sherman Park	2,211	278	2,489
Walker	675	127	802
West Park 1	1,803	136	1,939
West Park 2	2,471	534	3,005
West 26th Street	2,148	400	2,548
Other Agencies	6,722	2,884	9,606
	61,860	8,832	70,692

Of the 70,411 books supplied through the Stations Department, 5,948 were sent to 18 branches and 64,463 to 90 stations. The books supplied for the same month of the preceding year numbered 79,887 volumes.

The circulation department was open on 25 week days. The daily average week day circulation was 7,175.

REFERENCE ROOM.

	1911.	1910.
Number of books issued from stacks	28,067	25,750
Number of recorded visitors	10,844	10,508

No record was kept of the number of books consulted at or borrowed from the open shelves.

ROOM FOR ART BOOKS.

Books consulted, 8,055. Visitors, 2,593.

PATENTS AND PUBLIC DOCUMENTS.

Volumes consulted, 12,451. Visitors, 2,836.

BOUND NEWSPAPERS.

Bound newspapers consulted, 754.

READING ROOMS.

Periodicals issued at the counter at Central Library, 11,663. No record was kept of the use of periodicals and newspapers on open stands and racks. Mean attendance per hour, 199. Average maximum attendance per hour, 259.

At the branch reading rooms, no record was kept of the table use of books and magazines. The number of books circulated for home use, through the Stations Department, was as follows:

Armour Square	680
Bessemer Park.....	586
Davis Square.....	279
Hamilton Park.....	1,234
Ogden Park.....	1,037
West Park Three.....	468

REGISTRATION.

The number of cards issued on new registrations and re-registrations, 4,550; issued in September of the previous year, 4,675. Number of non-fiction cards issued, 2,204; juvenile cards, 940; research cards, 5; vacation cards, 6; teachers' cards, 115. The number of three-year cards outstanding is, 134,279.

BINDERY DEPARTMENT.

Number of books at binderies September 1, 1911.....	4,669
Number of books sent to binderies in September, 1911.....	4,336
Total number of books at binderies in September, 1911.....	9,005
Number of books received from binderies in September, 1911.....	37,13
Number of books at binderies September 30, 1911.....	5,292
Number of books repaired in library in September, 1911.....	2,396

GROWTH OF THE LIBRARY.

The total number of volumes in the Library September 30, 1911, was 459,823. Received since June 1, 1911, 14,929; since September 1, 1911, 2,715. Books worn out and discarded since June 1, 2,896; since September 1, 822. Books lost and paid for since June 1, 328; since September 1, 54. Books found and money refunded since June 1, 45; since September 1, 13.

HENRY E. LEGLER,

Librarian.

CHICAGO, October 9, 1911.

BOARD OF DIRECTORS
OF THE
CHICAGO PUBLIC LIBRARY.

SPECIAL MEETING.

CHICAGO, MONDAY, OCTOBER 16, 1911.

OFFICIAL RECORD.

There were present the President, Director Roulston, in the chair, and Directors Stern, Taylor, Lagorio, Frank, Freeman and Wait.

Absent—Directors Henius and Ksycki.

The Secretary read the following call:

“CHICAGO, October 13, 1911.

“*Mr. H. G. Wilson,*

“*Sec’y Public Library Board,*

“*Chicago.*

“*Dear Sir:*—Please call a special meeting of the Board of Directors for Monday, the 16th inst., at 5 o’clock p. m., for the purpose of considering the payment of the bill for special assessment for the paving of Michigan avenue, and the transaction of such other business as may come up in the regular order of business.

“Very truly yours.

“R. J. ROULSTON,

“*President.*”

The President then called up the special order of business and called upon the

Committee on Finance for a report on the business then before the Board.

Director Freeman, Chairman of the Committee on Finance, presented the following report of the Committee:

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—The Finance Committee report that the City having refused to pay the special assessment levied against the Public Library for the improvement of Michigan avenue from north line of Jackson boulevard to the south line of Randolph street, there appears to be no escape from the necessity of paying said assessment out of the limited resources of the Library. We, therefore, recommend:

1. That the bill for said special assessment, amounting to \$10,983 48 be paid from the accrued income of the Kelly fund.

2. That in view of the absolute necessity of living within the income of the Library, the expenses of the Library be cut down for the remainder of the current year to the minimum amount, and that no

contracts be entered into beyond such as absolute necessities may require.

Respectfully submitted,

HENRY V. FREEMAN,
JULIUS STERN,
Committee on Finance.

October 16, 1911.

After discussion of the report of the Committee, Director Freeman moved that the report be adopted and the recommendations contained therein be approved.

Carried.

Yeas—Directors Stern, Taylor, Lagorio, Frank, Freeman, Wait and the President—7.

Nays—None.

The regular order of business was taken up.

COMMUNICATIONS.

Communications were received as follows:

From Dr. C. Hubart Lovewell, Secretary of the Englewood Branch of the Chicago Medical Society, requesting the use of the assembly hall in the Hiram Kelly Branch for the regular meetings of that Society on the first Tuesday evening of each month from October to July.

Referred to the Committee on Buildings and Grounds.

From Dr. H. W. Pierson, President of the regular Homeopathic Medical Society, requesting the use of the assembly hall in the main Library building for the meetings of that Society on the first Tuesday

night of each month from November to June, inclusive.

Referred to the Committee on Buildings and Grounds.

The following communication from Mr. Byron L. Smith, President of the Northern Trust Company:

"CHICAGO, October 13, 1911.

"Robert J. Roulston, Esq.,

"President, Chicago Public Library,
Chicago.

"Dear Sir:—We have just secured a steel-engraved portrait of the late Hiram Kelly, which we will be very glad to deliver to you or to your representative.

"Very truly yours,

"BYRON L. SMITH, *President.*"

Director Stern moved that the portrait of the late Hiram Kelly be accepted and the Secretary extend to Mr. Smith the cordial thanks of the Board for his courtesy in securing this portrait.

Carried.

Communication from the Honorable John E. Traeger, City Comptroller, requesting that the estimates for the appropriation for the Library fund for the year 1912 be forwarded to his office at an early date.

Referred to the Committee on Finance.

There being no further business, Director Freeman moved that the Board adjourn.

Carried.

H. G. WILSON,
Secretary.

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, OCTOBER 23, 1911.

OFFICIAL RECORD.

There being no quorum present the Board adjourned.

H. G. WILSON, *Secretary.*

REGULAR MEETING.

CHICAGO, MONDAY, NOVEMBER 13, 1911.

OFFICIAL RECORD.

There were present the President, Director Roulston, in the chair, and Directors Stern, Lagorio, Frank and Wait.

Absent — Directors Taylor, Freeman, Henius and Ksycki.

MINUTES APPROVED.

On motion of Director Frank, the minutes of the regular meeting held October 9, the special meeting held October 16 and the regular meeting of October 23, 1911, were approved as recorded and printed without being read.

COMMUNICATIONS.

Communications were received as follows:

From Mrs. Rose L. Murfey, Secretary of the Woman's City Club, thanking the Board for the courtesy extended that club in giving them the use of the assembly hall in the Library building, and informing them that the club will no longer require the room.

Received and placed on file.

From the Chicago Vegetarian Society,

requesting the use of the assembly hall in the main Library building for meetings of that society.

Referred to the Committee on Buildings and Grounds.

From the Chicago Library Club, requesting the use of a room in the Library building for the monthly meetings of that club.

Referred to the Committee on Buildings and Grounds.

From the Woman's City Club, requesting permission for an exhibition of material from the Child Welfare and Municipal Exhibits to be held at the Hiram Kelly Branch early in January.

Referred to the Committee on Buildings and Grounds.

From the Homeopathic Medical Society of Chicago, requesting the use of the assembly hall in the Hiram Kelly Branch for the evening of January 18, 1912, for a general meeting of that society.

Referred to the Committee on Buildings and Grounds.

From Walter Brody, 1550 Bryan avenue, petitioning the Board to establish a delivery station in his store.

Referred to the Committee on Delivery Stations.

From Frances L. Black, enclosing a petition signed by citizens in the vicinity of 650 E. Seventy-fifth street, praying the Board to establish a delivery station at that number.

Referred to the Committee on Delivery Stations.

From Mrs. E. Watson, enclosing a pe-

tition for a delivery station at 7036 Sto Island avenue.

Referred to the Committee on Delivery Stations.

From Wm. F. Taterka and Agn Donoghue, employes of the Board, requesting compensation for time lost.

Referred to the Committee on Administration.

COMMITTEE ON LIBRARY.

Director Stern, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Frank Wait and the President—5.

Nays—None.

A. C. McClurg & Co., books.....	\$1,260
B. F. Stevens & Brown, subscriptions and books, £80/5/2 (est.).....	390
Em. Terquem, books, France 202.65 (est.).....	40
Gyldendal Publishing House, books....	90
Edward T. Kelly Co., books	31
Scientific American Compiling Dept., books	10
Walter M. Hill, books.....	14
O. G. Waffle, books	13
Bennett's Newspaper and Magazine Agency, subscriptions to periodicals..	3,584
Matthew Bell & Co., binding, £12/12/-(est.).....	6
John Seybold, binding.....	56
Geo. E. Koehler, binding.....	45
Burgmeier Book Bindery, binding.....	23
Joseph Flucke, binding.....	20
Northwestern Bindery, binding.....	19
James Watson & Co., printing monthly bulletins, rule book, minutes	13
Dwight Bros. Paper Co., paper.....	13
Cameron, Amberg & Co., printing annual reports, cards, slips, sheets.....	32
Max Stern's Sons, printing.....	31
Bradner Smith & Co., paper.....	1
Swigart Paper Co., paper	1
Library Bureau, cards	1
Rockwell-Barnes Co., lead pencils.....	2

E. Cole & Co., misc. stationery...	23.19
Parrish & Co., date holders, dates,	
pads, rubber stamps	11.70
Wilson, Sec'y, cash expenditures,	
October, 1911	96.43
	<u>\$7,892.33</u>

He, also, presented the following list
bills for books for branches and moved
they be paid from the Kelly fund in-
the account.

Carried.

Yeas—Directors Stern, Lagorio, Frank,
it and the President—5.

Nays—None.

McClurg & Co., books	\$1,533.80
Waffle, books	38.50
Summy Co., books	1.80
ish Publishing Co., book	2.50
	<u>\$1,576.60</u>

He, also, presented the following rec-
of the Committee and moved that
recommendations contained therein
concur in.

Carried.

Yeas—Directors Stern, Lagorio, Frank,
it and the President—5.

Nays—None.

*the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—In response to invitations
bids to supply foreign periodicals
ded by the Library during the ensuing
er, your Committee on Library have
eived the following offers:

German:

Stechert	\$600.03
Lemcke	604.75
Kroch	620.31

French:

Stechert	\$280.24
Lemcke	283.85
Kroch	327.50

Miscellaneous Foreign:

Stechert	\$371.78
Kroch	406.00

We recommend that the contract be
awarded to G. E. Stechert & Co., lowest
bidders.

We report herewith a schedule of book
lists submitted by the Librarian, ap-
proved by your Committee, and recom-
mended for purchase:

Current American books—95 vols.—
\$104.00.

Miscellaneous books—15 vols.—\$50.00.

Books for deposit collection—21 vols.
—\$23.00.

Reference books to be replaced (Ryder
fund)—25 vols.—\$100.00.

Atlases to be replaced (Ryder fund)—
3 vols.—\$130.00.

Books for branches No. 1, 6, 18, 19
(Kelly fund)—70 vols.—\$64.00.

Fiction for Kelly Branch (Kelly fund)—
97 vols.—\$82.00.

Non-fiction for Kelly Branch (Kelly
fund)—7 vols.—\$11.00.

Miscellaneous books to be bought from
Kelly fund—18 vols.—\$5.00.

Special collection of books for Sherman
Park (donation of \$100.00)—42 vols.—
\$66.00.

Total: General fund—131 vols.—
\$177.00.

Ryder fund—28 vols.—\$230.00.

Kelly fund—192 vols.—\$162.00.

Special donation—42 vols.—\$66.00.

Total for Main Library and Branches
—393 vols.—\$635.00.

Periodicals for 1912 subscribed for di-
rectly from publishers—\$146.00.

Incidental bills referred to Committee
on Library—\$49.48.

Respectfully submitted,

JULIUS STERN,

MORTIMER FRANK,

Committee on Library.

CHICAGO, Nov. 13, 1911,

COMMITTEE ON ADMINISTRATION.

Director Wait, Chairman, presented
the following report and moved its adop-
tion.

Carried.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Following the custom approved by the Board last year, your Committee on Administration recommend that the Librarian be authorized to close the branches of the Chicago Public Library on the afternoon of November 30, Thanksgiving Day.

The following resignations have been received and their acceptance is recommended with authority to the Librarian to fill the positions by requisitions on the Civil Service Commission:

Jean McLeod, branch librarian, October 31.

May G. Graves, library assistant, November 4.

Sarah Menkes, library assistant, October 26.

Leo Cohn, page, November 18.

Applications for leave of absence have been received from the following employés and we recommend that they be granted:

Julia A. Baker, branch librarian, two weeks from Nov. 5, without pay.

Walter L. Runyan, library assistant, two months from Oct. 26, without pay.

We recommend that the coat room in the north end of the building be re-opened at once, and that the Librarian be authorized to appoint two pages for the service therein.

Respectfully submitted,

HORATIO L. WAIT,

A. LAGORIO,

Committee on Administration.

CHICAGO, November 13, 1911.

He, also, presented the following report and moved its adoption.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait and the President—5.

Nays—None.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Experience in the management of the Hiram Kelly Branch has indicated the possible necessity of rearrangement of the engineering and janitor service maintained there. Inasmuch as your Committee have reached no definite conclusion as to the steps necessary to be taken, we ask that the matter be referred to this Committee with full authority to make such changes as may promise the most satisfactory service.

Respectfully submitted,

HORATIO L. WAIT,

A. LAGORIO,

Committee on Administration.

He, also, presented the following list of vacancies, appointments and changes of salary, from Sept. 9 to Nov. 11, 1911, which was received and ordered published.

Benjamin G. Abrahamson, page, appointed temp. November 1, \$300 per year.

Evelyn R. Adams, library assistant, resigned September 25.

Gertrude H. Andrews, library assistant, appointed, half-day service, October 1, \$420 per year.

Alfonso Angarola, page, separated September 16.

Louis Arenson, page, salary increased from \$420 to \$480 per year, October 26.

Jacob Astrahan, page, appointed temp. September 18, \$300 per year; separated September 27.

Julia A. Baker, branch librarian, salary increased from \$720 to \$780 per year, October 26.

John W. Barta, page, salary increased from \$300 to \$360 per year, October 26.

Mrs. Nellie Bartling, janitress, appointed temp. October 10, \$15 per month.

Clifton Beck, page, appointed temp. October 17, \$300 per year; separated Oct. 20.

Benjamin Bernstein, page, separated September 21; appointed temp. September 22, \$300 per year; separated October 4.

Lowell S. Blaisdell, page, resigned September 9.

Jacob Boerman, page, separated September 26.

Phillip Canterbury, page, resigned September 23.

Eugenio Celio, page, resigned Sept. 15.

Thomas Cermak, page, appointed temp. September 26, \$300 per year.

Clifford Clarke, page, appointed temp. September 15, \$300 per year; separated September 25.

John J. Dockery, page, salary increased from \$300 to \$360 per year, October 26.

Nathan Dolnitzky, page, salary increased from \$300 to \$360 per year, October 26.

Muriel Dunne, library assistant, appointed, half day service, September 23, \$420 per year.

Helen I. Fix, library assistant, salary increased from \$480 to \$540 per year, Oct. 26.

Mabel C. Folger, bindery assistant, separated September 28; appointed library assistant September 29, \$420 per year.

Helen H. Forman, library assistant, appointed, half day service, October 2, \$420 per year.

Frank A. Forty, page, resigned Sept. 15.

Charles Frank, page, appointed temp. October 17, \$300 per year; separated October 28; appointed temp. November 7, \$300 per year.

Ruth C. Garvey, library assistant, appointed half day service, September 25; full day service, November 1, \$420 per year.

Julia A. Gerloff, library assistant, salary increased from \$420 to \$480 per year, October 26.

May G. Graves, library assistant, appointed, half day service, September 25, \$420 per year; resigned November 4.

Edward Grossman, page, appointed temp. September 27, \$300 per year; separated October 21.

H. Elmer Hammer, page, appointed temp. October 23, \$300 per year.

Lottie M. Hayden, library assistant, salary increased from \$480 to \$540 per year, October 26.

Joseph O. Hladky, library assistant, separated September 15.

Herbert Hogdahl, page, appointed temp. September 18, \$300 per year; separated October 19.

Gertrude L. Husenetter, branch librarian, appointed October 2, \$720 per year.

Marie Hutter, library assistant, appointed temp. September 18, \$420 per year; separated September 30.

Irene Ives, library assistant, salary increased from \$540 to \$600 per year, Oct. 26.

Charles H. Jaffe, page, restored after resignation September 12, \$300 per year.

Josephine M. Johnson, library assistant, appointed, half day service, October 2, \$420 per year.

Fred Kaplan, page, appointed temp. November 1, \$300 per year; separated Nov. 7.

Edward Kelly, elevator operator, appointed temp. October 6, \$750 per year.

Herbert Kolley, page, separated Sept. 15.

Frederick N. Lantz, page, appointed temp. October 20, \$300 per year.

Jessie M. Lawson, library assistant, appointed, half day service, September 26, \$420 per year.

Mrs. Luba Lazareff, library assistant, separated September 25.

Charles E. Lhotka, page, salary increased from \$300 to \$360 per year, October 26.

Rosalind L. Lillibridge, library assistant, appointed October 26, \$660 per year (Promotional).

Sol Lipman, separated October 3.

Alberta L. McDermott, branch librarian, appointed September 18, \$720 per year.

Daisy McHale, library assistant, salary increased from \$420 to \$480 per year, October 26.

Jean McLeod, branch librarian, salary increased from \$780 to \$840 per year, October 26; resigned October 31.

Catherine McNulty, bindery assistant, separated September 25; appointed library assistant September 26, \$420 per year.

Ella B. Marshall, library assistant, appointed, half day service, October 2, \$420 per year.

Sarah Menkes, library assistant, appointed, half day service, September 26, \$420 per year; resigned October 26.

George Menyea, page, resigned Sept. 23.

Albert Moeller, page, appointed temp. October 17, \$300 per year.

Sam Morell, page, appointed temp. October 13, \$300 per year.

Samuel Mosheik, page, separated Oct. 21.

Thomas L. Murray, page, appointed temp. October 23, \$300 per year; separated October 30.

Arthur G. Nicholi, page, separated October 9.

Mathilda S. Nodek, branch librarian, salary increased from \$660 to \$720 per year, October 26.

Paul Pagett, page, separated October 7.

Bessie H. Palmer, library assistant, appointed October 26, \$660 per year (Promotional).

Rudolph Perlick, mechanical and electrical engineer, separated September 11.

Frank Peters, page, appointed temp. November 1, \$300 per year; separated November 4.

George W. Pirrong, page, resigned September 21.

Naomi W. Pollard, library assistant, appointed, half day service, October 2, \$420 per year.

Fred Pollaschek, page, appointed temp. October 26, \$300 per year.

Mary Pomerene, library assistant, appointed, half day service, October 2, \$420 per year.

Arthur Quinn, page, appointed temp. September 11, \$300 per year.

Florence C. A. Quinn, library assistant, appointed, half day service, October 2, \$420 per year.

Max Rabuchin, page, appointed temp. November 1, \$300 per year.

Frank Regillio, page, appointed temp. September 29, \$300 per year; separated October 19.

Thomas F. Reilly, page, discharged September 27.

Ignatious Rembarz, page, appointed temp. September 21, \$300 per year.

Frances V. Rice, library assistant, appointed, half day service, September 28; full day service, October 4, \$420 per year.

Frank Roche, page, separated Sept. 8.

Walter L. Runyan, library assistant, appointed October 2, \$420 per year.

Nathan Schenker, page, appointed temp. November 11, 1911, \$300 per year.

George Schneidenbach, page, appointed temp. September 22, \$300 per year.

Myrtle E. Sette, branch librarian, appointed September 16, \$720 per year.

Jacob Shapiro, page, salary increased from \$300 to \$360 per year, October 26.

Irma L. Synder, library assistant, appointed, half day service, October 2, \$420 per year.

Barnet Socol, page, appointed temp. September 22, \$300 per year.

Mrs. Emma Spiering, woman assistant in branch library, appointed temp. September 22, \$600 per year; separated September 25; reinstated from C. S. list September 26, \$600 per year.

Mae I. Stearns, branch librarian, appointed September 12, \$720 per year.

Isadore Suluway, page, salary increased from \$300 to \$360 per year October 26.

Paul B. Teeter, page, salary increased from \$300 to \$360 per year October 26.

Catherine Thomson, bindery assistant, appointed temp. Sept. 21, \$1.25 per day.

Frank Tinsley, automobile washer, resigned October 3.

Cora Unger, bindery assistant, appointed temp. September 20, \$1.25 per day; separated September 30.

George B. Voss, page, salary increased from \$300 to \$360 per year, October 26.

Althea H. Warren, branch librarian, appointed September 11, \$720 per year.

May Weaymouth, bindery assistant, appointed temp. September 20, \$1.25 per day.

Nellie S. Wells, library assistant, separated September 9.

James J. Yarber, page, salary increased from \$300 to \$360 per year, October 26.

Fannie Zacharias, special cataloguer, separated October 25.

COMMITTEE ON BRANCHES.

In the absence of a majority of the Committee, Director Stern moved that the matters in its hands be considered in open Board.

Carried.

He then presented the following list of bills for the Hiram Kelly Branch, and moved that the bills be paid from the Hiram Kelly fund income account.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait and the President—5.

Nays—None.

A. C. McClurg & Co.....	\$ 13.78
Doubleday, Page & Co.....	15.75
C. V. Ritter.....	10.00
H. R. Huntling Co.....	10.25

Bennett's Newspaper and Magazine Agency	228.95
Fairbanks, Morse & Co.....	55.00
A. H. Revell & Co.....	37.70
Marshall Field & Co.....	35.00
American Self-Winding Clock Co.....	10.00
Bullard & Gormley Co.....	5.45
Illinois Electric Co.....	3.63
Burke & Atwell	10.50
Library Bureau.....	695.50

\$1,131.51

COMMITTEE ON DELIVERY STATIONS.

Director Frank, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Delivery Stations begs leave to report on the following matters in its hands, and recommends

1. That the requests of Mrs. J. Parker, 2103 N. Halsted street, and A. Men-
gus, 4763 Lincoln avenue, be granted, and that stations be opened at these locations on the usual sixty days' trial.

2. That the petition of Wm. H. Haynes for a delivery station at his store, 2024 Lawrence avenue, which was filed by the Board Nov. 14, 1910, be granted, and that a station be opened on the usual sixty days' trial.

3. That the petition of Mrs. T. Lambson, 2645 W. 43d street, be placed on file, as it is impossible to reach this location with the library automobiles.

4. That station No. 41 South, located at 3616 W. 83d street, Ashburn Park, be closed. This station has been opened about three months, and the circulation has not reached 100 books per month.

All of which is respectfully submitted.

MORTIMER FRANK,

Committee on Delivery Stations.

Nov. 13, 1911.

Director Frank, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait and the President—5.

Nays—None.

Knox Automobile Co., automobile parts. \$	35.02
Standard Oil Co., gasoline.....	67.50
Valvoline Oil Co., gas-engine oil	28.80
United States Tire Co., rubber tires, etc..	59.00
Estate Edward R. Ladew, leather belting	21.76
American Battery Co., overhauling storage batteries	19.50
C. A. Taylor Trunk Works, 12 special telescopes	33.00
Frank Seely, rehanging delivery station signs	9.00
	\$273.58

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Lagorio, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait and the President—5.

Nays—None.

Lewis Institute, rent, W. Madison St.	
Branch	\$ 100.00
M. Krska, rent, W. 26th St. Branch	65.00
Morris A. Goldberger & Nathan A. Edenburg, rent, Logan Bd. Branch	50.00
Wm. A. Giles (F. A. Hill & Co., Agts.), rent, Austin Branch.....	30.00
Chicago, Burlington & Quincy R. R. Co., rent, Lawndale Branch.....	30.00
Peoples Gas Light & Coke Co., gas.....	38.72
Peoples Gas Light & Coke Co., arc lamp rental	9.00
City Fuel Co., coal for branches	47.53
George J. Zeller, repairs to roof Morgan Pk. Branch.....	59.00
Chicago Telephone Co., telephone service.....	58.39
Sanitary Office Towel Co., laundering towels.....	31.26

Haegle Ice Co., ice.....	20.04
J. F. McGuire, street sprinkling (main library).....	20.00
Raymond Express Co., delivering mail..	9.00
City Collector, City of Chicago, street car books.....	10.60
Krehbiel Co., coal analysis	25.00
Baker Bros., coal (main library).....	616.00
Crane Co., engineering supplies.....	29.58
National Carbon Co., carbon brushes....	17.18
Samuel Harris & Co., machinists' supplies.....	14.88
McCord Mfg. Co., gaskets	14.22
Ball Engine Co., valve rings.....	6.60
Gerts, Lombard & Co., brnshes.....	4.15
D. J. Gallagher Mfg. Co., waste and wipers.....	26.20
John Moloney, mason work around boilers.....	43.50
Citizens Street-Cleaning Bureau, removing cinders.....	19.50
Illinois Electric Co., lead-covered solid wire, head, reel, etc.....	57.96
Nernst Lamp Co., burners, balls and ballasts	6.85
Wm. Dilley, brooms, etc.....	33.75
James S. Kirk & Co., soft soap	22.00
Remien & Kuhnert Co., benzine, turpentine, shellac, etc.....	18.48
Bullard & Gormley Co., hardware supplies.....	7.10
Tyler & Hippach, plate-glass window light.....	212.00
Andrew W. Sherlock, calking iron covers	40.00
Brown Bros. Mfg. Co., round sidewalk glass	30.00
Sprague, Smith & Co., French glass	4.65
The Garden City Sand Co., cement and sand.....	10.00
E. C. Capps Co., erecting 2 lamp posts..	20.00
Commonwealth Edison Co., electric current (Blackstone Branch).....	28.63
W. V. Geary, sprinkling and cleaning streets (Blackstone Branch) 4 months..	25.00
H. G. Wilson, Sec'y, cash expenditures Oct., 1911.....	57.02

\$1,968.79

He, also, presented the following report of the Committee and moved its adoption.

Carried.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Build-

ings and Grounds begs leave to report on the following matters referred to it:

1. That the request of the Regular Homeopathic Medical Society, for the use of the assembly hall in the Public Library building on the first Tuesday evening of each month, November to June inclusive, be granted.

2. That the request of the Englewood Branch of the Chicago Medical Society, for the use of the assembly hall in the Hiram Kelly Branch for the first Tuesday evening of each month, October to July, be granted.

3. That permission be granted to the Chicago Library Club to meet in the main library building, the second Thursday evening of each month, October to May inclusive.

4. That the request of the Homeopathic Medical Society of Chicago, for the use of the assembly hall in the Hiram Kelly Branch for a general meeting to be held the evening of Jan. 18, 1912, be granted.

5. That the request of the Woman's City Club, for an exhibit at the Hiram Kelly Branch during the early part of January next of some of the material used at the Child Welfare and Municipal Exhibit, be granted, and that the time and conditions for the exhibit be referred to the Librarian with power to act.

All of which is respectfully submitted,

A. LAGORIO,
MORTIMER FRANK,
HORATIO L. WAIT,

Committee on Buildings and Grounds.
Nov. 13, 1911.

REPORTS OF OFFICERS.

The Librarian presented his report for October, 1911, which was received and ordered published.

On motion of Director Frank, the Board adjourned.

H. G. WILSON,
Secretary.

REPORT OF LIBRARIAN FOR OCTOBER, 1911.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of October, 1911, was 205,419; for the corresponding month of the previous year, 174,257. The circulation was from the following sources:

Central Library.....	50,471
Branches.....	80,409
Stations.....	74,539
	205,419

The following is a summary of the books obtained at the Central Library:

Main Collection.....	26,739
Open Shelf.....	18,637
Hughes Room..	1,164
Information Desk (Teachers' and special cards).....	3,442
Miscellaneous.....	243
Books for the Blind.....	246
	50,471

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCH	DIRECT	STATIONS	TOTAL
Austin.....	5,695	314	6,009
Blackstone.....	6,750	401	7,151
Burr School.....	3,028	190	3,218
Cornell.....	1,626	92	1,718
Hamlin Park.....	3,095	123	3,218
Hebrew Institute.....	4,113	1,736	5,849
Kelly.....	11,535	268	11,803
Lawndale.....	3,394	143	3,537
Lewis Institute.....	7,880	746	8,626
Lincoln Center.....	4,891	522	5,413
Logan Square.....	3,451	182	3,633
Mark White.....	2,194	116	2,310
Seward Park.....	674	522	1,196

Sherman Park.	2,497	304	2,801
Walker.	1,154	74	1,228
West Park 1.	2,709	141	2,850
West Park 2.	3,575	630	4,205
West 26th Street.	3,323	344	3,667
Other Agencies.	8,825	3,099	11,924
	80,409	9,947	90,356

Of the 74,539 books supplied through the Stations Department, 6,848 were sent to 18 branches and 67,691 to 92 stations. The books supplied for the same month of the preceding year numbered 86,437 volumes.

The circulation department was open on 26 week days. The daily average week day circulation was 7,901.

REFERENCE ROOM.

	1911.	1910.
Number of books issued from stacks.	37,683	32,119
Number of recorded visitors.	14,387	13,042

No record was kept of the number of books consulted at or borrowed from the open shelves.

ROOM FOR ART BOOKS.

Books consulted, 8,040. Visitors, 2,649.

PATENTS AND PUBLIC DOCUMENTS.

Volumes consulted, 12,396. Visitors, 2,730.

BOUND NEWSPAPERS.

Bound newspapers consulted, 735. Visitors, 393.

READING ROOMS.

Periodicals issued at the counter at Central Library, 12,388. No record was kept of the use of periodicals and newspapers on open stands and racks. Mean attendance per hour, 226. Average maximum attendance per hour, 301.

At the branch reading rooms, no record was kept of the table use of books and magazines. The number of books circulated for home use, through the Stations Department, was as follows:

Armour Square.....	747
Bessemer Park.....	574
Davis Square.....	369
Hamilton Park.....	1,453
Ogden Park.....	891
West Park Three.....	389

REGISTRATION.

The number of cards issued on new registrations and re-registrations, 6,209; issued in October of the previous year, 5,694. Number of non-fiction cards issued, 2,787; juvenile cards, 1,648; research cards, 27; teachers' cards, 144. The number of three-year cards outstanding is, 135,608.

BINDERY DEPARTMENT.

Number of books at binderies October 1, 1911.....	5,292
Number of books sent to binderies in October, 1911.....	4,357
Total number of books at binderies in October, 1911.....	9,649
Number of books received from binderies in October, 1911.....	3,906
Number of books at binderies October 31, 1911.....	5,743
Number of books repaired in library in October, 1911.....	3,125

GROWTH OF THE LIBRARY.

The total number of volumes in the Library, October 31, 1911, was 462,361. Received since June 1, 1911, 18,728; since October 1, 1911, 3,799. Books worn out and discarded since June 1, 4,076; since October 1, 1,180. Books lost and paid for since June 1, 418; since October 1, 90. Books found and money refunded since June 1, 54; since October 1, 9.

CHICAGO, November 13, 1911.

HENRY E. LEGLER,
Librarian.

BOARD OF DIRECTORS
OF THE
CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, NOVEMBER 27, 1911.

OFFICIAL RECORD.

There were present the President, Director Roulston, in the chair, and Directors Stern, Taylor, Frank, Freeman, Wait, Henius and Ksycki.

Absent—Director Lagorio.

MINUTES APPROVED.

On motion of Director Frank, the minutes of the regular meeting held November 13, 1911, were approved as recorded and printed without being read.

COMMUNICATIONS.

Communications were received as follows:

From Mrs. M. Parks, resigning as keeper of delivery station No. 12 North.

From Miss L. Scattergood, 5150 Evanston avenue, requesting the Board to appoint her keeper of delivery station No. 12 North.

From Mrs. Dee Beebe, accompanied by a petition from citizens in the vicinity of 1349 Morse avenue, praying the Board

to establish a delivery station at that number.

From W. J. Coffield, requesting the Board to establish a delivery station in his store at the corner of N. Western and Sunnyside avenues.

From G. S. Collins, requesting the Board to appoint him keeper of delivery station located at 903 E. Seventy-fifth street.

All of which were referred to the Committee on Delivery Stations.

From George B. Utley, Secretary, American Library Association, asking permission to use the room on the fifth floor for the mid-winter conference of librarians to be held January 2-6, 1912.

Director Frank moved that permission for these meetings be granted.

Carried.

From the Board of Local Improvements, giving notice of a hearing on the question of repaving Washington street

from the west line of Michigan avenue to the east line of Franklin street.

Director Freeman moved that the matter be referred to the Corporation Counsel of the City, requesting an opinion as to the legality of paying bills for special assessments out of the library fund, and also as to whether or not the assessments for street improvements around the Public Library building should be paid by the City of Chicago, the title being vested in the city.

Carried.

COMMITTEE ON LIBRARY.

Director Stern, Chairman, presented the following report of the Committee and moved that the recommendations contained therein be concurred in.

Carried.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—Your Committee on Library herewith report a schedule of book lists submitted by the Librarian and recommended for purchase:

Current American books—40 vols.—\$48.00.

Miscellaneous books—13 vols.—\$8.00.

Total: 53 vols.—\$56.00.

Respectfully submitted,

JULIUS STERN,

MORTIMER FRANK,

MAX HENIUS,

Committee on Library.

CHICAGO, November 27, 1911.

COMMITTEE ON ADMINISTRATION.

Director Wait, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

CHICAGO, November 27, 1911. *To the President and Board of Directors, The Chicago Public Library.*

Gentlemen:—Your Committee on Administration, to whom were referred communications from Wm. F. Taterka, elevator operator, and Agnes Donoghue, employed in the Bindery Department, for reimbursement of salary lost during absence from duty, recommend that the said petitions be denied.

Respectfully submitted,

HORATIO L. WAIT,

MAX HENIUS,

Committee on Administration.

He, also, presented the following report and moved that the recommendations contained therein be concurred in.

Carried.

Yeas—Directors Stern, Taylor, Frank, Freeman, Wait, Henius, Ksycki and the President—8.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Administration have received the following resignation and recommend its acceptance, with instruction to the Librarian to fill the position by requisition on the Civil Service Commission:

Harry S. Byers, vacuum cleaning machine operator, Nov. 22.

We recommend that leaves of absence without pay be granted as follows:

Mary P. Wilde, branch librarian, from Dec. 1 to Jan. 1, on account of ill-health.

Julia A. Baker, branch librarian, from Nov. 5 to Dec. 1, on account of illness and death in the family.

Francis J. Gerty, page, from Nov. 20 to Dec. 20, on account of ill-health.

We recommend that Miss J. Cornelia Wyse, cataloguer, be transferred from Grade I. to Grade II. and that she be granted credit for two years' experience in rating, such transfer to be effective upon

certification by the Civil Service Commission.

Respectfully submitted,

HORATIO L. WAIT,

MAX HENIUS,

Committee on Administration.

CHICAGO, November 27, 1911.

COMMITTEE ON DELIVERY STATIONS.

Director Frank, Chairman, reported, informally, on the following matters referred to the Committee, and recommended:

That the request of Walter Brody for a delivery station at 1550 Bryan avenue, be granted.

That the request of W. J. Coffield, 4501 N. Western avenue, for a delivery station, be granted.

That the petition of Joseph J. Zak, 3628 Milwaukee avenue, be granted.

These stations to be opened on the usual sixty days' trial, without pay.

That the petition for a delivery station at 7036 Stony Island avenue, in the care of Mrs. E. Watson, be granted as soon as the streets in that vicinity are in condition to permit the delivery of books.

That the request of Frances L. Black for a delivery station at 650 E. 75th street, be not granted, this location being within a half mile of two other delivery stations.

That the resignation of Mrs. M. Parks, keeper of delivery station at 12 North be accepted and that Miss L. Scattergood be appointed keeper in her place.

That G. S. Collins be appointed keeper of delivery station No. 43 South, 903 E. 75th street, in place of Joseph Barker, resigned.

That the petition of Mrs. Dee Beebe, 1349 Morse avenue, be placed on file, on account of the nearness to stations already established.

Director Frank moved that the recommendations be concurred in.

Carried.

COMMITTEE ON BUILDINGS AND GROUNDS.

In the absence of the Chairman, Director Wait reported back the request of the Chicago Vegetarian Society for the use of the room in the main library building for its meetings, and moved that the request be not granted.

Carried.

COMMITTEE ON FINANCE.

Director Freeman presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Stern, Taylor, Frank, Freeman, Wait, Henius, Ksycki and the President—8.

Nays—None.

CHICAGO, Nov. 27, 1911:

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Finance reports back the communication from the City Comptroller in reference to the appropriation for 1912. We find that the equalized valuation for 1911 has not yet been reported, and in arriving at the figures for 1912 we have estimated the increase for that year at \$74,000,000 over the valuation for 1910, making the estimated valuation for 1912, \$922,000,000. The statutory rate of 6/10 of a mill on the dollar on this amount, will produce \$553,200. This sum should be increased by an amount equal to about 4 per cent. of the whole for the Library's share of the loss and cost in spreading and collecting the levy.

Your Committee therefore recommends:

That the City Council of Chicago be

and is hereby requested to appropriate the sum of \$575,000 for Library purposes and for the expense and maintenance of the Chicago Public Library and its branches for the year 1912.

Respectfully submitted,

HENRY V. FREEMAN,

JULIUS STERN,

MAX HENIUS,

Committee on Finance.

He, also, presented the following communication:

CHICAGO, Nov. 27, 1911.

To the Committee on Finance,

Board of Directors,

Chicago Public Library.

Gentlemen:—In accordance with the action of the Board at a special meeting held October 16th ult., the bill for special assessment for the improvement of Michigan avenue was paid from the accrued income of the Kelly Fund. The amount paid to the County Collector was \$10,983.48, which included a charge for interest of \$621.69. I would respectfully recommend that this matter be brought to the attention of the Board and that a resolution be passed requesting the South

Park Commissioners to refund this amount (\$621.69) to the Public Library.

Respectfully yours,

H. G. WILSON,

Secretary.

Director Freeman moved that the South Park Commissioners be requested to refund to the Chicago Public Library the sum of \$621.69, being the amount of interest paid on the special assessment for the improvement of Michigan avenue.

Carried.

REPORTS OF OFFICERS.

The Librarian presented a request for library cards from Lieutenant-Colonel Walter H. Chatfield, stationed at Fort Sheridan.

Director Wait moved that the request be granted.

Carried.

On motion of Director Frank, the Board adjourned.

H. G. WILSON,

Secretary.

BOARD OF DIRECTORS
OF THE
CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

*CHICAGO, MONDAY, DECEMBER 11, 1911.*OFFICIAL RECORD.

There were present the President, Director Roulston, in the chair, and Directors Stern, Lagorio, Frank, Freeman and Wait.

Absent—Directors Taylor, Henius and Ksychki.

MINUTES APPROVED.

On motion of Director Frank, the minutes of the regular meeting held November 27, 1911, were approved as recorded and printed, without being read.

COMMUNICATIONS.

Communications were received as follows:

From Dr. P. M. Cliver, Sec'y of the Chicago Homeopathic Medical Society, requesting the use of assembly hall in the Public Library building for a meeting of that society on Thursday evening, December 21st inst.

Referred to the Committee on Buildings and Grounds with power to act.

From F. M. Mares, resigning as keeper of delivery station No. 7 South.

From A. Gorges, resigning as keeper of delivery station No. 8 North.

From Mrs. Bertha Grosse, resigning as keeper of delivery station No. 10 North.

From Mrs. Elizabeth Butler, resigning as keeper of delivery station No. 34 West.

Director Frank moved that the resignations be accepted.

Carried.

From Mrs. Anna Benstein, praying the Board to appoint her keeper of delivery station No. 10 North, 2942 N. Clark street.

Director Frank moved that Mrs. Anna Benstein be appointed keeper of delivery station No. 10 North; and that Mrs. Sarah Lyman be appointed keeper of delivery station No. 34 West in place of Mrs. Elizabeth Butler, resigned.

Carried.

From David Steinberg, 1022 N. Ash-

land avenue, praying the Board to establish a delivery station in his store.

Referred to the Committee on Delivery Stations.

From Dr. S. R. Pietrowicz, general superintendent of Dunning Institution, requesting the Board to open a delivery station for the exchange of books at that institution.

Referred to the Committee on Delivery Stations.

From the Corporation Counsel of the City of Chicago giving an opinion on the question of payment of bills for special assessments, referred to his office at the last meeting of the Board.

Director Freeman moved that the communication be received and published.

Carried.

The following is the communication :

"City of Chicago,

"Law Department,

"December 9, 1911.

"Hon. H. G. Wilson,

"Sec'y Chicago Public Library,

"Chicago, Illinois.

"Dear Sir:—Replying to your favor of November 28th to Hon. William H. Sexton regarding the paving of Washington street, in which you ask for an opinion on the following, viz.,

1. The title to the library property being vested in the City of Chicago, should not the City of Chicago pay bills for special assessments for improvements of the streets around the Library building?
2. Is the payment out of the Library fund of a bill for street improvements a proper expenditure of taxes collected for Library purposes?

"I am of the opinion that the first query is answered in the negative and the second in the affirmative.

"The Act of the Legislature of Illinois of March 7, 1872, regarding public libraries, under which the Chicago Public Library was organized, does not exempt the Chicago Public Library from the payment of special assessments. Likewise the Act of the Legislature of the State of Illinois, approved June 2, 1891, passed in pursuance of an ordinance passed by the common council of the City of Chicago upon May 19, 1890, which authorizes the Chicago Public Library to take possession of the piece of ground upon which the Library building is now located, does not exempt the Chicago Public Library from the paying of special assessments.

"The Supreme Court of Illinois has laid down the following doctrine :

'The right of taxation is essential to the very existence of the government, and all property of every description in the State is subject to taxation unless it has been specifically exempted. All laws exempting property must be subjected by the courts to a strict construction, and hence nothing will be held to be within the exemption which does not clearly appear so to be.'

People v. Chicago, 124 Ill. 636;

In re Swigert, 119 Ill. 83.

Chicago v. Chicago, 207 Ill. 37.

"Regarding special assessments, the distinction between taxation and special assessments is clearly made in our present State Constitution (sec. 1-5, 9, Art. 9). The Supreme Court is firmly committed to the doctrine that exemption from taxation does not exempt from special assessments.

Higgins v. Chicago, 18 Ill. 276;

Chicago v. Colby, 20 Ill. 614;

Peoria v. Kidder, 26 Ill. 352;

Holt v. East St. Louis, 150 Ill. 530;

County of McLean v. City of Bloomington, 106 Ill. 209;

Chicago v. Chicago, 207 Ill. 37.

"In the case of City of Chicago, in trust for use of schools, v. City of Chicago, 207 Ill. 37, wherein the City of Chicago sought to assess the Board of Education for the improvement of California avenue, the Supreme Court sustained the right of the City to levy such an assessment and the court, speaking through Mr. Justice Wilkin (page 45), said:

"It is also insisted by appellant that the payment of this special assessment out of the school funds would be a diverting of said funds from the object for which they were created. We do not see how that position can be maintained. A special assessment may be levied for the purpose of paving streets, putting down sidewalks, putting in curbing or for sewer purposes, all of which are, in theory, for the benefit of the property abutting on the line of the improvement. Undeniably all of these improvements are of great benefit, if not of actual necessity, to a public school, and from the most of them no property derives more benefit than does that of the Board of Education. They are as necessary to the practical use of the property as the furnishing of heat, light and air. Special assessments for such improvements is but a method of applying the funds of the school district for the benefit of its schools, and is legal and proper."

"I am of the opinion that no property will derive more benefit from the paving of Washington street with creosoted wooden block than the Chicago Public Library. The street will be more sanitary and also make the building more accessible for vehicles, and principally it will lessen the noises of the street, so that visitors, readers or users of the reference room or other departments of the Chicago Public Library can pursue their studies or researches with more ease and comfort.

"The right of the City of Chicago to levy special assessments against the property used by the Board of Education having been judicially determined, it would necessarily follow that the city should levy special assessments against the property used by the Chicago Public Library, where the Chicago Public Library derives a benefit from the improvement to be constructed.

"I have the honor to refer you to the opinion of this department, dated Jan. 2, 1903, in which Hon. Edgar B. Tolman said; inter alia:

"If there be an urgent necessity to pave streets about the Public Library, method can be devised for the paving of these streets by special assessments, in which an equitable adjustment can be made of the cost of the improvement, so that the Public Library Board may pay such a portion thereof as is equitably to be regarded as of benefit to the library property, and the city can pay as public benefits the portion of the cost of the improvement which represents benefits to the community in general."

"I am of the opinion that the City of Chicago should not pay bills for special assessments of the cost of paving the streets around the Public Library.

"I am of the opinion that the payment out of the Library fund of a bill for improving the streets around the Public Library is a proper expenditure of taxes collected for library purposes.

"Respectfully submitted,

"D. J. NORMOYLE,

Assistant Corporation Counsel."

"WM. H. SEXTON,

Corporation Counsel,"

"PHILIP J. MCKENNA,

Attorney for Board of Local Im-
ments."

COMMITTEE ON LIBRARY.

Director Stern, Chairman, presented the following schedule of bills, regularly

audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Freeman, Wait and the President—6.

Nays—None.

A. C. McClurg & Co., books.....	\$ 562.07
Otto Harrassowitz, books, Marks 4641.20 (est.).....	1,113.88
Ernst Wasmuth, books, Marks 174.20 (est.).....	41.80
Cree Publishing Co., books.....	27.00
M. Gurewitsch, books	24.17
A. Kroch & Co., books and periodicals..	46.95
G. E. Stechart & Co., books and periodicals.....	5.80
Northwestern Bindery, binding	446.43
Geo. E. Koshler, binding.....	328.22
John Seybold, binding.....	253.59
Joseph Flucke & Son, binding.....	165.90
Burgmeier Book Bindery, binding.....	88.15
Max Stern's Sons, printing	10.75
Cameron, Amberg & Co., printing.....	7.25
Library Bureau, book pockets	92.48
B. C. Kassell, cards.....	10.00
Oliver Typewriter Co., ribbons.....	6.00
Kirk's Ink Co., paste	9.60
H. S. Parrish & Co., ink pads, pencil date holders, rubber stamps, etc.....	9.05
Chicago Rubber Clothing Co., rubber bands.....	5.63
James Watson & Co., printing bulletins and minutes.....	80.54
Dwight Bros. Paper Co., paper....	18.00
Bradner Smith & Co., paper.....	10.96
H. G. Wilson, Sec'y, cash expenditures Nov., 1911.....	227.68

\$3,591.90

He, also, presented the following schedule of bills for books for the branches to be paid from the Kelly fund income account and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Freeman, Wait and the President—6.

Nays—None.

A. C. McClurg & Co.....	\$111.34
The Thomas J. Caie Co.....	134.64

A. L. A. Publishing Board	9.30
	\$255.28

He, also, presented the following schedule of bills for books to be paid from the Sherman Park donation fund and moved that the bills be ordered paid.

Carried.

O. G. Waffle.....	\$10.80
A. C. McClurg & Co.....	41.80
	\$52.60

He, also, presented the following report of the Committee and moved that the recommendations contained therein be concurred in. Also, that the incidental bills referred to be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Freeman, Wait and the President—6.

Nays—None.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—Your Committee on Library report herewith a schedule of book lists submitted by the Librarian, approved by your Committee, and recommended for purchase:

Current American books—40 vols.—\$54.00.

Books for branches (Kelly fund)—72 vols.—\$57.00.

Total: (Kelly fund) — 72 vols.—\$57.00 (Regular fund), 40 vols.— 54.00

Total main library and branches: 112 vols.—\$111.00.

Incidental bills referred to Committee on Library—\$38.30.

Respectfully submitted,

JULIUS STERN,

MORTIMER FRANK,

Committee on Library.

CHICAGO, Dec. 11, 1911.

COMMITTEE ON BRANCHES.

In the absence of the Chairman, Director Stern presented the following schedule of bills for the maintenance of

the Hiram Kelly Branch Library and moved that the bills be paid from the Kelly fund income account.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Freeman, Wait and the President—6.

Nays—None.

A. C. McClurg & Co.....	\$110.13
The Thomas J. Caie Co.....	33.66
City Fuel Co.....	87.00
Bullard & Gormley Co.....	4.00
	<u>\$234.79</u>

COMMITTEE ON DELIVERY STATIONS.

Director Frank, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Freeman, Wait and the President—6.

Nays—None.

Knox Automobile Co. of Illinois, automobile parts	\$ 6.79
Firestone Tire and Rubber Co., rubber tires, etc.....	94.88
United States Tire Co., rubber tires, etc..	40.05
Standard Oil Co., gasoline.....	84.60
Pennsylvania Oil Co., gas-engine oil	25.02
Joseph Halsted Co., steel.....	5.50
Frank Seely, delivery station signs	9.50
	<u>\$266.34</u>

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Lagorio, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Freeman, Wait and the President—6.

Nays—None.

Lewis Institute, rent, W. Madison St. Branch	\$ 100.00
M. Krska, rent, W. 26th St. Branch.....	65.00

Morris A. Goldberger & Nathan A. Edenburg, rent, Logan Bd. Branch.....	50.00
Wm. A. Giles (F. A. Hill & Co., Agts.), rent, Austin Branch.....	30.00
Chicago, Burlington & Quincy R. R. Co., rent, Lawndale Branch.....	30.00
Peoples Gas Light & Coke Co., gas.....	48.64
Peoples Gas Light & Coke Co., arc lamp rental	9 00
Chicago Telephone Co., telephone service.....	58.31
Sanitary Office Towel Co., laundering towels.....	30.99
Haegle Ice Co., ice.....	13.90
Raymond Express Co., delivering mail..	9.00
Baker Bros., coal.....	874.26
Krehbiel Co., coal analysis	25.00
Crane Co., engineering supplies.....	9.67
Cassco Bar-Metallic Packing Co., packing	5.00
Dearborn Drug and Chemical Works, oil	54.63
Citizens Street Cleaning Bureau, Inc., removing cinders.....	20.20
Illinois Electric Co., electrical supplies.	53.60
American Safety Appliance Co., elevator guide lubricators.....	30.00
H. Channon Co., mops.....	28.80
Wm. Dilley, wool dusters	4.50
James S. Kirk & Co., soft soap.....	21.65
Bullard & Gormley Co., hardware.....	5.24
Tyler & Hippach, plate-glass window light	60.00
R. Rosenbaum Roofing Co., repairs to glass domes on Library Building	48.08
Mandel Bros., window shades.....	8.42
Commonwealth Edison Co., electric current	39.09
H. G. Wilson, Sec'y, cash expenditures Nov., 1911	<u>44.76</u>

\$1,777.75

REPORTS OF OFFICERS.

The Librarian presented his report for the month of November, 1911, which was received and ordered published.

NEW BUSINESS.

Director Stern moved that a special committee be appointed with instructions to prepare and present a memorial to the city authorities requesting the co-operation of the City of Chicago in securing

legislation providing for a minimum tax rate for library purposes.

Carried.

The President appointed Directors Stern, Taylor and Freeman as the special committee for this purpose.

The President called attention to the

fact that the next regular meeting of the Board would fall on Christmas day.

On motion of Director Frank, the Board adjourned to meet Monday, January 8, 1912, at five o'clock p. m.

H. G. WILSON,

Secretary.

REPORT OF LIBRARIAN FOR NOVEMBER, 1911.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of November, 1911, was 225,935; for the corresponding month of the previous year, 197 486. The circulation was from the following sources:

Central Library.....	52,117
Branches.....	95,135
Stations.....	78,683
	225,935

The following is a summary of the books obtained at the Central Library:

Main Collection.....	27,853
Open Shelf.....	18,777
Hughes Room.....	1,441
Information Desk (Teachers' and special cards).....	3,548
Miscellaneous.....	232
Books for the Blind.....	266
	52,117

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCH	DIRECT	STATIONS	TOTAL
Austin.....	6,623	417	7,040
Blackstone.....	6,844	393	7,237
Burr School.....	4,164	204	4,368
Cornell.....	2,614	95	2,709

Davis.	99	233	332
Hamlin Park.....	3,868	120	3,988
Hebrew Institute.....	4,844	1,878	6,722
Kelly.....	14,444	254	14,698
Lawndale.....	4,000	168	4,168
Lewis Institute.....	8,561	825	9,386
Lincoln Center.....	5,464	576	6,040
Logan Square.....	3,898	191	4,089
Mark White.....	2,431	186	2,617
Ogden.....	154	1,213	1,367
Seward Park.....	1,035	533	1,568
Sherman Park.....	3,453	283	3,736
Walker.....	1,175	76	1,251
West Park 1.....	3,870	209	4,079
West Park 2.....	3,911	676	4,587
West 26th Street.....	4,789	336	5,125
Other Agencies.....	8,894	3,469	12,363
	95,135	12,335	107,470

Of the 78,683 books supplied through the Stations Department, 8,866 were sent to 20 branches and 69,817 to 89 stations. The books supplied for the same month of the preceding year numbered 91,089 volumes.

The circulation department was open on 25 week days. The daily average week day circulation was 9,037.

REFERENCE ROOM.

	1911.	1910.
Number of books issued from stacks.....	42,022	39,963
Number of recorded visitors.....	15,932	17,029

No record was kept of the number of books consulted at or borrowed from the open shelves.

ROOM FOR ART BOOKS.

Books consulted, 7,442. Visitors, 2,423.

PATENTS AND PUBLIC DOCUMENTS.

Volumes consulted, 13,045. Visitors, 2,918.

BOUND NEWSPAPERS.

Bound newspapers consulted, 682. Visitors, 433.

READING ROOMS.

Periodicals issued at the counter at Central Library, 12,510. No record was kept of the use of periodicals and newspapers on open stands and racks. Mean attendance per hour, 258. Average maximum attendance per hour, 348.

At the branch reading rooms, no record was kept of the table use of books and magazines. The number of books circulated for home use, through the Stations Department, was as follows:

Armour Square.....	978
Bessemer Park.....	571
Hamilton Park.....	1,353
West Park Three.....	430

REGISTRATION.

The number of cards issued on new registrations and re-registrations, 6,017; issued in November of the previous year, 7,356. Number of non-fiction cards issued, 2,620; juvenile cards, 1,929; research cards, 9; teachers' cards, 102. The number of three-year cards outstanding is, 136,823.

BINDERY DEPARTMENT.

Number of books at binderies November 1, 1911.....	5,743
Number of books sent to binderies in November, 1911.....	3,542
Total number of books at binderies in November, 1911.....	9,285
Number of books received from binderies in November, 1911.....	3,291
Number of books at binderies November 30, 1911.....	5,994
Number of books repaired in library in November, 1911.....	3,901

GROWTH OF THE LIBRARY.

The total number of volumes in the Library, November 30, 1911, was 465,425. Received since June 1, 1911, 22,730; since November 1, 1911, 4,002. Books worn out and discarded since June 1, 4,930; since November 1, 854. Books lost and paid for since June 1, 512; since November 1, 94. Books found and money refunded since June 1, 64; since November 1, 10.

HENRY E. LEGLER,

CHICAGO, December 11, 1911.

Librarian.

BOARD OF DIRECTORS
OF THE
CHICAGO PUBLIC LIBRARY.

REGULAR MEETING:

CHICAGO, MONDAY, JANUARY 8, 1912.

OFFICIAL RECORD.

There were present the President, Director Roulston, in the chair, and Directors Stern, Lagorio, Frank, Freeman, Wait and Henius.

Absent—Directors Taylor and Ksycki.

MINUTES APPROVED.

On motion of Director Frank, the minutes of the regular meeting held December 11, 1911, were approved as recorded and printed, without being read.

COMMUNICATIONS.

The following communication from Director Graham Taylor was received and placed on file:

"CHICAGO, Jan. 6, 1912.

"*Mr. H. G. Wilson,*

"*Chicago Public Library,*

"*Chicago, Illinois.*

"*My dear Mr. Wilson* :—I greatly regret another absence from the meeting of the Public Library Board, which is due again to a public appointment at Pittsburgh in giving a course of three

University Extension Lectures, the third of which falls on the 12th of February, which is another meeting night of the Board, but I hope these appointments will be the last of their kind.

"Truly yours,

"GRAHAM TAYLOR."

The following communications from L. E. Gosselin, Deputy Comptroller, were received and placed on file:

"City of Chicago,

"Department of Finance.

"January 3, 1912.

"*Mr. Robert J. Roulston,*

"*President Public Library, City.*

"*Dear Sir* :—You are respectfully advised that the Public Library tax for the year 1911, collectible in 1912, based upon the valuation and rate announced by the County Clerk, is as follows:

.04 per \$100 on \$928,974.204 equals
\$371,589 68.

"Yours very truly,

"L. E. GOSSELIN,

"*Deputy Comptroller.*"

"City of Chicago,
"Department of Finance.

"January 3, 1912.

"Mr. H. G. Wilson,

"Secretary, Public Library, City.

"Dear Sir:—Herewith enclosed is statement of analysis of County Collector's Report of Taxes Collected in 1911 for Public Library.

"Yours very truly,

"L. E. GOSSELIN,

"Deputy Comptroller."

ANALYSIS OF COUNTY COLLECTOR'S
REPORT OF TAXES COLLECTED IN
1911—PUBLIC LIBRARY.

TAXES OF 1910.

Levy based upon valuation and rate.....	\$ 317,617.35
Gain in extension of taxes ..	70.07
Total tax collected.....	317,687.42

LOSSES.

Forfeited to State	1,071.02
Judgments refused	301.98
Errors.....	15.30
Enjoined.....	3.01
Pending.....	25.28
Personal property uncollected ..	6,660.14

Total losses.....	8,076.73
Total collected.....	309,610.69

COSTS.

Town Collector's commission, 2 per cent.....	1,425.75
County Collector's commis- sion, 1 per cent.....	2,383.23
County Clerk's fee	553.35

Total cost.....	4,362.33
Cash received, Town Collec- tors	69,861.83
Cash received, County Col- lector.....	235,386.53
Total cash received ac- count 1910	305,248.36

TAXES OF 1909 AND PRIOR COL-
LECTED IN 1911.

Amount extended on war- rant, 1910.....	9,603.30
Amount collected not on war- rant, 1910.....	1,184.09
Total amount to be col- lected.....	10,787.39

LOSSES.

Forfeited to State.....	9,006.11
Judgments refused.....	230.94
Errors	46.26

Total losses	9,283.31
Total amount collected.....	1,504.08
County Collector's commis- sion, 1 per cent.....	15.04
Cash received, account 1909 and prior.....	1,489.04

SUMMARY.

Cash received for taxes, 1909 and prior.....	1,489.04
Cash received for taxes, 1910	305,248.36

Total cash received.....	\$306,737.40
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Communications were received as fol-
lows:

From Jacob H. Winegar, 541 E. 47th
street, resigning as keeper of delivery sta-
tion No. 13 South.

Director Frank moved that the resig-
nation be accepted.

Carried.

From Florence E. Benninghoff, making
application for the position as keeper of
delivery station No. 13 South, she having
purchased the business of Jacob H.
Winegar.

Director Frank moved that the request
be granted.

Carried.

From R. A. Brown, 311 N. 48th ave-
nue, praying the Board to establish a de-
livery station at his store.

Referred to the Committee on Delivery Stations.

From B. M. Wiedinger, in reference to the removal of the delivery station formerly situated at Belmont and Lincoln avenues.

Referred to the Committee on Delivery Stations.

From Geo. W. Waterman, attorney for Wm. P. Blain, in reference to an overcoat lost in the Library building.

Referred to the Committee on Finance.

COMMITTEE ON LIBRARY.

Director Frank presented the following report of the Committee and moved that the recommendations contained therein be concurred in.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Freeman, Wait, Henius and the President—7.

Nays—None.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—The contract with James Watson & Co. for printing the Book Bulletin having expired with the completion of Volume I., December, 1911, your Committee on Library have secured bids for doing the work during the year 1912 as follows:

Rogers & Hall Co. . . . \$3.25 per page
Schulkins 3.90 per page
James Watson & Co. 4.37½ per page

We recommend that the contract be awarded to Rogers & Hall Co., the lowest bidders, at the price named by them in their proposal.

We report herewith a schedule of book lists submitted by the Librarian, approved by your Committee and recommended for purchase:

Current American books, list 1—189 vols.—\$208.00.

Current American books, list 2—126 vols.—\$157.00.

Miscellaneous books to be replaced—386 vols.—\$675.00.

Extra copies of fiction for stacks and open shelves—394 vols.—\$355.00.

Books for deposit collection—312 vols.—\$333.00.

Miscellaneous books (for main library and branches)—177 vols.—\$395.25.

Non-fiction for branches, list 1—845 vols.—\$741.00.

Non-fiction for branches, list 2—327 vols.—\$290.00.

Fiction for branches, list 1—422 vols.—\$370.00.

Fiction for branches, list 2—349 vols.—\$290.00.

Juvenile books for branches, list 1—914 vols.—\$686.00.

Juvenile books for branches, list 2—518 vols.—\$385.00.

Non-fiction for Kelly branch (Kelly fund)—125 vols.—\$108.00.

Fiction for Kelly branch, list 1 (Kelly fund)—234 vols.—\$208.00.

Fiction for Kelly branch, list 2 (Kelly fund)—61 vols.—\$52.00.

Juvenile books for Kelly branch, list 1 (Kelly fund)—697 vols.—\$575.00.

Juvenile books for Kelly branch, list 2 (Kelly fund)—215 vols.—\$150.00.

Books to be purchased from Ryder fund—6 vols.—\$110.00.

Total:

Regular fund—4959 vols.—\$4,885.25

Kelly fund—1332 vols.—\$1,093.00

Ryder fund—6 vols.—\$110.00

Total: 6,297 vols.—\$6,088.25

We recommend that the number of incidental bills referred to your Committee, amounting to \$28.70, as herewith reported, be ordered paid from the incidental fund.

Respectfully submitted,

MORTIMER FRANK,

MAX HENIUS,

Committee on Library.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Freeman, Wait, Henius and the President—7.

Nays—None.

A. C. McClurg & Co., books.....	\$197.23
B. F. Stevens & Brown, books, and subscriptions £73/13/11 (est.)	{ 358.85
Otto Harrassowitz, books, Marks 1595.75 (est.)	382.97
H. W. Wilson Co., periodicals.....	116.50
Supt. of Documents, Washington, D. C., books	60.00
Office of the Publishers' Weekly, subscriptions and books.....	24.64
R. L. Polk & Co., book	12.00
R. L. Polk & Co., book.....	10.00
Geo. E. Koehler, binding	863.05
Joseph Flucke & Son, binding	353.66
Northwestern Bindery, binding	274.95
John Seybold, binding.....	203.20
Cameron, Amberg & Co., cash. book; steel erasers; printing	28.65
Dwight Bros. Paper Co., paper.....	29.55
Bradner Smith & Co., blotting paper	14.40
J. W. Butler Paper Co., paper	4.00
Geo. E. Cole & Co., stationery.....	6.94
James Watson & Co., printing monthly bulletins; minutes.....	94.42
Library Bureau, charging tray and cards	7.35
H. G. Wilson, Sec'y, cash expenditures Dec., 1911.....	182.88
	<u>\$3,224.79</u>

He, also, presented the following schedule of bills for expenses at the Hiram Kelly Branch and moved that the bills be paid from the Kelly fund income account.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Freeman, Wait, Henius and the President—7.

Nays—None.

B. F. Stevens & Brown, £1/12/1 (est.)....	\$ 7.80
A. C. McClurg & Co.....	23.87
The H. R. Hunting Co.....	9.50
Northwestern Bindery.....	28.31
Geo. E. Koehler.....	6.32
City Fuel Co.....	93.75
Commonwealth Edison Co.....	65.20
Chicago Telephone Co.....	25.69
Morrison, Plummer & Co.....	.45
Library Bureau.....	275.00
	<u>\$534.39</u>

He, also, presented miscellaneous book bills, and moved that they be paid as follows:

G. Broes Van Dort Co., \$3.75 from the Ryder fund income account.

A. C. McClurg & Co., \$2.25 from the special Sherman park donation.

A. C. McClurg & Co. books for branches, \$68.02, from the Kelly fund income account.

The motion prevailed.

COMMITTEE ON ADMINISTRATION.

Director Wait, Chairman, presented the following report and moved that the recommendations contained therein be concurred in.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Freeman, Wait, Henius and the President—7.

Nays—None.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—The following resignations have been received by your Committee on Administration, and their acceptance is recommended with authority to the Librarian to fill the positions in the customary way by requisition on the Civil Service Commission:

Louis Arenson, page, December 26.

Ruth C. Garvey, library assistant, December 10.

Walter L. Runyan, library assistant, December 25.

Harold E. Spake, page, December 25.

Owing to the unusual pressure of work in many of the branches, additional assistants during the heavy period, which ordinarily begins in January and continues until April, are needed. Your Committee, therefore, recommend that all the members of the training class who have not been heretofore otherwise appointed, be assigned to full day service, where most needed, until the courses of instruction, planned for the year, are resumed April first. From and after that time they shall be rated, unless otherwise ordered, on the half-day basis.

The following pages having completed the prescribed period of service in Group G of Grade I, are under the rules entitled to promotion in the next succeeding group. We, therefore, recommend that such action be authorized and that the salaries of the pages be rated accordingly, dating from January 26, 1912: James C. Husa, John D. Johnson, Frank A. Milligan, Jesse W. Johnson, Alexander S. La Zoris.

We recommend that credit for two years' experience as branch librarian, be allowed Myrtle E. Sette, dating from December 26, 1911, fixing her rating in Group C of Grade II.

Subject to Civil Service certification and dating in each case from January 26, 1912, we recommend the transfer of the following employés from Grade I to Group E of Grade II: Cataloguers: Dorothy Bastin, Minnie R. Grosser, Marie L. Ryan; Branch librarians: Helen L. Barker, Harriet I. Baer, Faith Mix, Janet O'Brien, Pearl Feddersen.

With the opening of the new branch at Fuller Park, Janet Green, branch librarian, has been transferred from Mark White and Vivian G. Harsh, library assistant, has been transferred from West Park No. 2. Your Committee recommend that the Librarian be authorized to

fill the vacancies resulting from these transfers by requisition on the Civil Service Commission, and also that authority be granted for the appointment of a branch librarian from the eligible list for West Park No. 3, which is about to be converted into a circulating center.

One of the branch librarians enumerated in the above list will be utilized for emergency service, and during such times as she is not assigned elsewhere, will be attached to the central organization of the branches department.

Your Committee recommend that one month's leave of absence without deduction of salary be granted to George Bell, an old and faithful employé, who has recently undergone a hospital operation, such leave to comprise the period from December 26 to January 25, inclusive.

We also recommend that Miss Gertrude Husenetter be transferred from Grade II, branch librarian, to Grade I, library assistant, Group A, and that her salary be rated accordingly, dating from December 31, 1911.

It is further recommended that authority be granted the Librarian to appoint, by certification from the Civil Service lists, one classifier, Grade II, Group E, and one bindery assistant for service in connection with the department of civics about to be installed.

Respectfully submitted,

HORATIO L. WAIT,

A. LAGORIO,

MAX HENIUS,

Committee on Administration.

CHICAGO, January 8, 1912.

He, also, presented the following list of vacancies, appointments and changes of salary, Nov. 11, 1911-Jan. 5, 1912, which was ordered published.

Benjamin G. Abrahamson, page, separated December 25.

Mike Alexander, page, appointed December 27, \$300 per year.

Louis Arsonson, page, resigned December 26.

Lewis V. Berry, page, appointed January 3, \$300 per year.

Joseph Brodsky, page, appointed January 2, \$300 per year.

Harry S. Byers, vacuum cleaning machine operator, resigned November 22.

Thomas Cermak, page, separated January 1.

Kate B. Chase, branch librarian, salary increased from \$660 to \$720 per year, November 26.

Leo Cohn, page, resigned November 18.

James J. Concannon, page, appointed December 29, \$300 per year.

Roey Cowen, library assistant, appointed temp. November 27, \$420 per year (half-day service).

George T. Dickenson, page, appointed December 28, \$300 per year.

Frank Falkenburg, page, appointed temp. November 27, \$300 per year; separated December 16.

Ruth C. Garvey, library assistant, resigned December 10.

Aaron Gordin, page, appointed temp. November 20, \$300 per year; separated December 28.

Samuel I. Greenhouse, page, appointed January 2, \$300 per year.

H. Elmer Hammer, page, separated December 25.

Annabel A. Hulburd, branch librarian, appointed December 27, \$720 per year.

Gertrude L. Husenetter, branch librarian, transferred from Grade II to Grade I, \$660 per year, and title changed to Library assistant, December 31.

John E. Jeffrey, page, appointed January 3, \$300 per year.

Louis H. Kellogg, page, separated January 2.

Edward Kelly, elevator operator, separated January 4.

Sam Morrell, page, separated December 29; appointed Civil Service December 30, \$300 per year.

Bird Morrison, branch librarian, salary increased from \$660 to \$720 per year, November 26.

Joseph F. Negoski, page, appointed December 27, \$300 per year.

Sylvester F. Nowacki, page, appointed January 2, \$300 per year.

James Paveglio, page, appointed temp. December 18, \$300 per year; separated December 30.

Fred Pollaschek, page, separated December 25; appointed Civil Service December 26, \$300 per year.

Arthur Quinn, page, separated December 27.

Max Rabuchin, page, separated December 30.

Ralph Root, janitor, appointed temp. December 29, \$720 per year; separated January 2.

Walter L. Runyan, library assistant, resigned December 25.

Nathan Schenker, page, separated December 29; appointed Civil Service December 30, \$300 per year.

George Schneidenbach, page, separated December 25; appointed Civil Service December 26, \$300 per year.

Aliene C. Scott, page, appointed December 30, \$300 per year.

Irma L. Snyder, library assistant, appointed, full day service, December 2, \$420 per year.

Barnett Socol, page, separated January 2.

Harold E. Spake, page, resigned December 25.

Mrs. Mary Stoker, janitress, appointed temp. December 18, \$600 per year.

George M. Thompson, page, appointed December 27, \$300 per year.

William Walker, janitor, appointed January 3, \$720 per year.

Harold Watkins, page, separated December 29; appointed Civil Service December 30, \$300 per year.

Lee Wilinkin, page, appointed temp. November 22, \$300 per year; separated December 16.

Jennie Cornelia Wyse, cataloguer, appointed December 1, \$840 per year (promotional).

COMMITTEE ON BRANCHES.

In the absence of the Chairman, Director Stern presented the following report of the Committee, which was received and placed on file:

While your Committee on Branches regret that the failure to enact suitable legislation will prevent the construction during the year 1912 of greatly needed buildings in densely inhabited sections of the city, it is with much satisfaction that

they report what the Board has accomplished during the past two years. The showing is especially gratifying in that such expansion as there has been was effected despite diminished revenues.

There are at the present time twenty-one branch circulating libraries and they issued for home use, during the month just ended, 111,302 volumes. A year ago there were 14 circulating branches in operation, and the issue for the corresponding month was 65,797. Two years ago at this date, there were but three, and their combined circulation was 11,791.

Demands have come from all sections of the city now unsupplied for similar facilities, but this need must perforce remain unsatisfied until the necessary funds for construction of buildings and for their maintenance are secured. Perhaps the most urgent need at the present time for fully equipped branch buildings, similar to the splendidly planned and excellently equipped Hiram Kelly branch, exists in the following localities approximately designated:

Near the northeast corner of Humboldt Park, North and California avenues. Sheridan Park, near the Wilson avenue terminal of the elevated.

Corner of Robey and 12th streets. South Chicago, in the vicinity of 92nd street and Commercial avenue.

For many months past the quarters at Lewis Institute branch, Austin branch, Logan Square branch, West 26th street branch and Hebrew Institute branch have been woefully insufficient to accommodate readers, and it is a not infrequent necessity to close the outer doors to an expectant and disappointed line of later comers because there is not another unoccupied seat, even on windowsill or radiator, on the inside of the branch. It is much to be regretted that at Lewis Institute, West 26th street, and Austin particularly, more commodious quarters cannot be secured at once for lack of funds.

In the matter of books, also, the branches are as yet but meagerly equipped. A circulation exceeding a million a year is being carried on with a stock of less than 90,000 books. The public library branches of Manhattan have a million volumes for everyday use. The large circulation recorded at Hiram Kelly, about 15,000 a month, is managed with a total of less than 8,000 books. It is evident that unless the supplies can be replenished the branches will soon have on their shelves, and in the hands of their rapidly increasing readers, nothing but shreds and tatters.

Although six of the twenty branches have been engaged in circulating books less than half a year, the total branch circulation for 1911 reached 1,008,205 issues.

In accordance with reports heretofore made to the Board and approved, your Committee have taken steps to convert some additional park reading rooms into circulating centers. The preliminaries are practically complete and the following will be opened this month:

Fuller Park, 45th street and Princeton avenue (to be opened Jan. 15th as a new branch).

Hamilton Park, West 72nd and Wallace streets.

West Park No. 3, Fisk and 20th streets.

Heavy demands from the schools for reference assistance at most of the branches have proved a serious burden upon the already overworked members of the staff, and it has been found absolutely necessary to assign additional help in a number of branches. For part time service the members of the Training Class have filled many gaps. Your Committee have recommended to the Administration Committee the strengthening of the staff in a number of the branches.

GRAHAM TAYLOR,
JULIUS STERN.

COMMITTEE ON DELIVERY STATIONS.

Director Frank, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Freeman, Wait, Henius and the President—7.

Nays—None.

Knox Automobile Co., automobile parts..	\$35.22
Standard Oil Co., gasoline.....	63.45
Valvoline Oil Co., oil.....	14.55
D. J. Gallagher Mfg. Co., waste	11.21
Jewell Belting Co., grease.....	31.29
Joseph Halsted Co., sheet iron.....	16.50
Wayman & Murphy, automobile parts ...	22.25
McMaster-Carr Supply Co., grease cups, gaskets, etc.....	8.56
Samuel Harris & Co., machinists supplies	5.23
	\$208.25

He, also, presented the following report of the Committee and moved its adoption.

Carried.

CHICAGO, Jan. 8, 1912.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Delivery Stations reports back the communication of Dr. S. R. Pietrowicz requesting the establishment of a delivery station at the Dunning Institution.

Referring to a similar letter from Henry G. Foreman, President of the County Board, which was filed April 6, 1904, for the reason that said institution was situated outside of the city limits, and, therefore, not within the power of the Board to grant, your Committee recommends that the present petition be not granted for the same reason.

All of which is respectfully submitted.

MORTIMER FRANK,
HENRY V. FREEMAN,

Committee on Delivery Stations.

He, also, presented the following report and moved its adoption.

Carried.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—In conjunction with the Committee on Branches, your Committee on Delivery Stations have had under consideration a plan for supplying the sections of the city most remote from the Library and difficult to reach, except through an expensive express service, by means of well balanced collections of books numbering from 300 to 500 volumes, according to need, exchangeable at frequent intervals. A carefully planned system of this kind would enable greater concentration of station service in the more thickly settled regions and would result in more satisfactory service for all concerned. Your Committee recommend that the matter be placed in the hands of the Committees on Branches and on Delivery Stations, together with the Librarian, with authority to work out the details and install the new system in operation as soon as arrangements can be perfected on a satisfactory basis.

Respectfully submitted:

MORTIMER FRANK,
HENRY V. FREEMAN,

Committee on Delivery Stations.

COMMITTEE ON BUILDINGS AND
GROUNDS.

Director Lagorio, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Freeman, Wait, Henius and the President—7.

Nays—None.

City Fuel Co., coal.....	\$145.00
Peoples Gas Light & Coke Co., gas.....	49.44
Peoples Gas Light & Coke Co., arc lamp rental.....	9.00
Chicago Telephone Co., telephone ser- vice.....	58.89
Sanitary Office Towel Co., laundering towels.....	31.45
Haegels Ice Co., ice.....	12.88
Citizens Street Cleaning Bureau, remov- ing cinders.....	15.80
Raymond Express Co., delivering mail..	9.00
Bullard & Gormley Co., hardware.....	8.84
Baker Bros., coal.....	\$31.06
Krebbiel Co., coal analysis.....	25.00
Peerless Electric Co., repairs on arma- ture.....	18.00
Eliel & Loeb, insurance on books at Sey- bold bindery.....	20.00
Commonwealth Edison Co., electric cur- rent, Blackstone; Logan Bd. Br.....	48.50
City Collector, City of Chicago, street car brooks.....	10.60
H. G. Wilson, Sec'y, cash expenditures Dec., 1911.....	56.70
	\$1,353.16

He, also, presented the following re-
port of the Committee and moved its
adoption.

Carried.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—With a view to greater
convenience for all departments con-
cerned and prompted primarily by the
urgent need for additional space required
by the branches department and the de-
posit collection, your Committee on
Buildings have authorized the Librarian
to proceed at once with a number of
changes in the central building, which
may be briefly outlined as follows:

The Bindery department to be in-
stalled in what is known as the back
stack room, where it will be contiguous to
the main book collection and from and to
which shipments can be more readily
transported; the quarters thus vacated to
be occupied by the branches department,
and the room adjacent to be divided for
the use of the deposit collections and the

publications department, the latter being
thus placed in greater proximity to the
official card catalogue and the bibliogra-
phical sources which must necessarily be
constantly referred to in connection with
its work.

The assembly hall on the first floor op-
posite the public documents department,
to be equipped with the necessary furni-
ture for installing therein a department of
civics.

These contemplated changes involve
comparatively small expenditure, as most
of the shelving can be retained without
alteration, and such additional equipment
as is necessary can, for the main part, be
provided through the janitors' depart-
ment. The one radical change involved
is in the discontinuance of the use of the
assembly hall for meetings of outside
organizations. As the members of the
Board are aware, these meetings have
been infrequent and for the most part not
very well attended.

Respectfully submitted,

A. LAGORIO,
MORTIMER FRANK,
HORATIO L. WAIT,

Committee on Buildings and Grounds.

COMMITTEE ON FINANCE.

Director Stern presented the following
report of the Committee and moved the
adoption of the various items of the bud-
get, and concurrence in the recommenda-
tions of the Committee.

Carried.

Yeas—Directors Stern, Lagorio, Frank,
Freeman, Wait, Henius and the Presi-
dent—7.

Nays—None.

CHICAGO, Jan. 8, 1912.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Fi-
nance herewith presents for your consid-
eration and action the budget for the year
beginning Jan. 1, 1912.

In formulating these figures, estimates of expenditures were received from the various committees of the Board which were reviewed by your Finance Committee.

The figures are based entirely on the cash income for the current year.

Estimated cash receipts available during the year 1912:

Balance cash in Library Fund	
Jan. 1	\$ 25,000.00
Tax levy, 1911, \$371,589.69	
Less estimated	
loss and cost .. 14,000.00	357,589.69
Gain in extension.	75.00
Delinquent taxes.	1,500.00
Interest	600.00
Miscellaneous receipts.	2,000.00
	\$386,764.69

Estimated expense:

Salaries	\$219,000.00
Delivery station keepers.	8,500.00
Books	40,000.00
Binding	25,000.00
Newspapers and periodicals.	6,800.00
Finding lists.	4,500.00
Printing and stationery.	5,000.00
Postage	1,500.00
Books lost and paid for—re-	
funds.	200.00
Freight and expressage.	250.00
Delivery stations, miscellane-	
ous	5,000.00
Branches, miscellaneous.	6,500.00
Fuel.	12,000.00
Heating and generating plant	1,500.00
Electric supplies and repairs.	1,000.00
Elevator supplies and repairs	500.00
Janitors expense.	900.00
Insurance	3,000.00
Miscellaneous.	3,500.00
Furniture and fixtures.	3,000.00
Repairs, alterations and im-	
provements.	11,000.00

(This item includes the sum of \$500 for improving the lighting system of the library, and \$2,000 for improving toilet facilities at the north end of bldg.)

Contingent fund. 28,000.00

\$386,650.00

Your Committee recommends that the expenditures of the library be kept within the amounts specified in the above, and that all surplus amounts be credited to the contingent fund, which shall be used to meet the pay rolls of the early months of 1913.

Your Committee further recommends that the current income of the Hiram Kelly fund for the year 1912, or as much thereof as may be necessary, not to exceed \$10,600.00; be appropriated for the maintenance of the Hiram Kelly Branch Library,

All of which is respectfully submitted,

JULIUS STERN,
HENRY V. FREEMAN,
MAX HENIUS,

Committee on Finance.

He, also, presented the report of the International Audit Company upon its audit of the books and accounts of the Chicago Public Library for the quarter ended August 31, 1911, which was received and ordered published.

The following is the report:

"Chicago, December 1, 1911.

"To the President and Board of Directors, Chicago Public Library, Chicago.

"Gentlemen:—We have audited the books and accounts of the Chicago Public Library for the three months ending 31st August, 1911, and now present our report thereon.

"We annex the following statements, which we certify to be correct and in accordance with the books.

"1. Ledger Balances, 31st August, 1911.

"2. Quarterly Receipts and Disbursements from 1st June, 1911, to 31st August, 1911.

"3. Cash Receipts and Disbursements for the months of June, July and August, 1911.

"In the course of our audit we examined the vouchers, all of which were produced to us, and checked them with the entries in the Voucher Record or the Cash Book. The receipts for fines, books lost, deposits, etc., were verified by means of the daily receipt books, and the deposit receipt stubs. We checked the postings from all sources to the Ledger and proved

the additions of the Cash Book, Journal, Voucher Record and Ledger.

"The Securities representing the various investments were produced to us and found to be in order.

"We were permitted to examine the Library Account in the City Books and we find the receipts of interest, taxes and miscellaneous entered therein agree with the receipts in the Library Books.

"We are pleased to report that the books and records are well and carefully kept.

"Yours respectfully,

"THE INTERNATIONAL AUDIT CO.

"BY ROBERT NELSON, C. A.

"Manager."

LEDGER BALANCES, 31ST AUGUST, 1911.

DEBITS.

Tax Levy, 1910—Balance		\$118,240.28
Cash in hands of City Treasurer		17,154.77
		<u>\$135,395.05</u>
Mortgage Loan	\$ 4,500.00	
Certificate of Deposit	406.59	
Bonds	272,814.46	
Accrued Interest on Bonds	9.56	
Cash	38,280.54	316,011.15
		<u>\$451,406.20</u>

CREDITS.

Public Library Fund	135,395.05	
W. H. Ryder Fund	10,000.00	
W. H. Ryder Fund, Income	2,277.86	
Jerome Beecher Fund	2,000.00	
Jerome Beecher Fund, Income	2,175.91	
Hiram Kelly Fund	200,000.00	
Hiram Kelly Fund, Increment	65,000.00	
Hiram Kelly Fund, Income	31,894.79	
H. W. Jackson Fund	1,000.00	
H. W. Jackson Fund, Income	70.73	
Story Hour Fund	3.04	
Sherman Park Fund	100.00	
Security Deposits	1,138.50	
Special Deposit	100.00	
Incidental Fund	250.32	
		<u>451,406.20</u>

PUBLIC LIBRARY FUND—STATEMENT OF RECEIPTS AND DISBURSEMENTS,
THREE MONTHS ENDING 31ST AUGUST, 1911.

RECEIPTS.

Cash in hands of City Treasurer, 1st June, 1911.....		21,677.55
Receipts during quarter:		
Taxes, 1910, collected.....	75,832.80	
Interest on Cash in hands of City Treasurer.....	279.59	
Sundry Receipts.....	526.13	76,638.52
		98,316.07

DISBURSEMENTS.

Books.....	5,153.00	
Newspapers and Periodicals.....	22.31	
Binding.....	5,286.65	
Books lost and paid for—Refunds.....	41.75	
Finding Lists.....	1,671.77	
Freight and Express.....	61.72	
Postage.....	322.08	
Delivery Stations—Miscellaneous.....	975.31	
Branch Reading Rooms—Miscellaneous.....	950.59	
Salaries:		
Main Building.....	40,254.68	
Branch Reading Rooms.....	7,737.77	
Delivery Stations.....	3,733.01	
	51,725.46	
Miscellaneous.....	708.32	
Printing and Stationery.....	1,509.03	
Fuel.....	2,013.37	
Heating and Generating Plant.....	244.07	
Elevator Supplies and Repairs.....	61.17	
Electric Supplies and Repairs.....	227.26	
Repairs, Alterations and Improvements...	2,164.64	
Janitor Expense.....	114.19	
Insurance.....	201.33	
Furniture and Fixtures.....	150.30	
Blackstone Branch Library.....	101.43	
Kelly Branch (Building).....	7,455.55	81,161.30
Balance, Cash in hands of City Treasurer, 31st August, 1911.....		17,154.77

PUBLIC LIBRARY FUND.

Taxes, 1910, balance of levy.....	118,240.28
Cash in hands of City Treasurer.....	17,154.77
Library Fund at 31st August, 1911.....	135,395.05

CASH RECEIPTS AND DISBURSEMENTS, THREE MONTHS ENDING
31ST AUGUST, 1911.

RECEIPTS.

	June	July	August
Cash Balance at close of previous month...	\$ 42,737.50	\$ 43,022.26	\$ 42,727.92
Kelly Fund, Income.....	1.51	3,658.08	
Ryder Fund, Income.....		189.67	
Jackson Fund, Income.....		.85	
Beecher Fund, Income.....		71.56	
Accrued Interest.....		329.00	
City Treasurer, for Incidental Fund.....	476.92	239.42	251.89
Finding Lists.....	5.69	7.32	114.14
Books lost and paid for.....	77.41	125.72	72.74
Deposits.....	240.00	241.50	267.75
Fines.....	1,266.04	1,057.17	995.32
Miscellaneous.....	34.00	32.29	56.82
	<u>44,839.07</u>	<u>48,974.84</u>	<u>44,486.58</u>

DISBURSEMENTS.

City Treasurer.....	117.10	165.33	243.70
Deposits Repaid.....	194.25	220.25	298.75
Books.....		43.30	89.12
Newspapers and Periodicals.....		3.20	7.96
Binding.....			.65
Books Lost and paid for—Refunds.....	13.25	4.60	23.90
Freight and Express.....	17.63	6.25	7.36
Delivery Stations—Miscellaneous.....	10.70	14.07	3.81
Branch Reading Rooms—Miscellaneous.....	.80	3.90	20.35
Blackstone Branch Library.....	.22		
Miscellaneous Expense.....	52.43	22.67	29.30
Postage.....	130.08	132.00	60.00
Printing and Stationery.....	8.32	14.73	5.73
Heating and Generating Plant.....	2.40	3.00	1.50
Elevator Supplies and Repairs.....	3.59		
Electric Supplies and Repairs.....		1.07	
Janitor Expenses.....		3.10	
Pension Fund.....	1,266.04	1,057.17	995.32
Bonds.....		997.50	
Accrued Interest on Bonds.....		2.89	
Kelly Fund, Income (Books).....		3,548.14	2,625.01
Kelly Branch—Maintenance.....			1,740.58
Ryder Fund, Income (Books).....		3.75	53.00
	<u>1,816.81</u>	<u>6,246.92</u>	<u>6,206.04</u>
Balance, Cash on hand at close of month	43,022.26	42,727.92	38,280.54
	<u>\$44,839.07</u>	<u>\$48,974.84</u>	<u>\$44,486.58</u>

SUMMARY OF BALANCES.

	June.	July.	August.
Hiram Kelly Fund.....	\$200,000.00	\$200,000.00	\$200,000.00
Hiram Kelly Fund, Increment.....	65,000.00	65,000.00	65,000.00
Hiram Kelly Fund, Income.....	36,150.44	36,260.38	31,894.79
W. H. Ryder Fund.....	10,000.00	10,000.00	10,000.00
W. H. Ryder Fund, Income.....	2,144.94	2,330.86	2,277.86
Jerome Beecher Fund.....	2,000.00	2,000.00	2,000.00
Jerome Beecher Fund, Income.....	2,104.35	2,175.91	2,175.91
H. W. Jackson Fund.....	1,000.00	1,000.00	1,000.00
H. W. Jackson Fund, Income.....	69.88	70.73	70.73
Sherman Park Fund.....	100.00	100.00	100.00
Story Hour Fund.....	3.04	3.04	3.04
Incidental Fund.....	260.58	248.11	250.32
Security Deposits.....	1,148.25	1,169.50	1,138.50
Special Deposits.....	100.00	100.00	100.00
	<u>\$320,081.48</u>	<u>\$320,458.53</u>	<u>\$316,011.15</u>
Deduct:			
Mortgage Loan.....	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00
Certificate of Deposit.....	406.59	406.59	406.59
Bonds.....	271,816.96	272,814.46	272,814.46
Accrued Interest on Bonds.....	335.67	9.56	9.56
	<u>\$277,059.22</u>	<u>\$277,730.61</u>	<u>\$277,730.61</u>
Balance.....	<u>43,022.26</u>	<u>42,727.92</u>	<u>38,280.54</u>
	<u>\$320,081.48</u>	<u>\$320,458.53</u>	<u>\$316,011.15</u>

Director Stern presented the bill of the International Audit Company, amounting to \$25.00, for auditing the books and accounts of the Public Library for the quarter ended August 31, 1911, and moved that the bill be ordered paid.

Carried.

REPORTS OF OFFICERS.

The Librarian presented his report for the month of December, 1911, which was received and ordered published.

NEW BUSINESS.

Director Frank stated that on December 3, 1911, the Branch at Lincoln Center was entered, and the cash drawer broken open and the contents stolen, amounting in all to \$3.25 in cash, and \$2.00 in postage stamps, and moved that the amount, which was restored by the Librarian in charge, be refunded.

The motion prevailed.

On motion of Director Frank, the Board adjourned.

H. G. WILSON,
Secretary.

REPORT OF LIBRARIAN FOR DECEMBER, 1911.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of December, 1911, was 228,243; for the corresponding month of the previous year, 203,500. The circulation was from the following sources:

Central Library.....	51,019
Branches.....	96,809
Stations.....	80,415
	228,243

The following is a summary of the books obtained at the Central Library:

Main Collection.....	27,496
Open Shelf.....	18,134
Hughes Room.....	1,448
Information Desk (Teachers' and special cards).....	3,467
Miscellaneous.....	250
Books for the Blind.....	224
	51,019

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCH	DIRECT	STATIONS	TOTAL
Austin.....	6,092	327	6,419
Bessemer Park.....	512	508	1,020
Blackstone.....	6,027	336	6,363
Burr School.....	4,201	215	4,416
Cornell.....	3,249	151	3,400
Davis Square.....	380	196	576
Hamlin Park.....	3,660	227	3,887
Hebrew Institute.....	6,327	2,007	8,334
Kelly.....	12,138	288	12,426
Lawndale.....	4,065	206	4,271
Lewis Institute.....	9,242	742	9,984
Lincoln Center.....	5,360	644	6,004
Logan Square.....	4,125	271	4,396

Mark White	2,867	183	3,050
Ogden Park.....	412	958	1,370
Seward Park.....	947	546	1,493
Sherman Park, ...	4,021	333	4,354
Walker.....	1,120	84	1,204
West Park 1.....	3,958	255	4,213
West Park 2.....	3,700	747	4,447
West Park 3.....	19	454	473
West 26th Street.....	6,322	329	6,651
Other Agencies.....	8,065	3,611	11,676
	96,809	13,618	110,427

Of the 80,415 books supplied through the Stations Department, 10,007 were sent to 22 branches and 70,408 to 91 stations. The books supplied for the same month of the preceding year numbered 92,531 volumes.

The circulation department was open on 25 week days. The daily average week day circulation was 9,130.

REFERENCE ROOM.

	1911.	1910.
Number of books issued from stacks...	37,622	33,593
Number of recorded visitors.....	14,569	14,456

No record was kept of the number of books consulted at or borrowed from the open shelves.

ROOM FOR ART BOOKS.

Books consulted, 8,387. Visitors, 2,615.

PATENTS AND PUBLIC DOCUMENTS.

Volumes consulted, 12,716. Visitors, 2,818.

BOUND NEWSPAPERS.

Bound newspapers consulted, 611. Visitors, 405.

READING ROOMS.

Periodicals issued at the counter at Central Library, 13,042. No record was kept of the use of periodicals and newspapers on open stands and racks. Mean attendance per hour, 276. Average maximum attendance per hour, 371.

At the branch reading rooms, no record was kept of the table use of books and magazines. The number of books circulated for home use, through the Stations Department, was as follows:

Armour Square	952
Hamilton Park	1,352

REGISTRATION.

The number of cards issued on new registrations and re-registrations, 4,714; issued in December of the previous year, 5,373. Number of non-fiction cards issued, 1,949; juvenile cards, 1,566; research cards, 7; teachers' cards, 65. The number of three-year cards outstanding is, 137,540.

BINDERY DEPARTMENT.

Number of books at binderies December 1, 1911.....	5,994
Number of books sent to binderies in December, 1911.....	2,924
Total number of books at binderies in December, 1911.....	8,918
Number of books received from binderies in December, 1911.	4,472
Number of books at binderies December 31, 1911.....	4,446
Number of books repaired in library in December, 1911.....	4,916

GROWTH OF THE LIBRARY.

The total number of volumes in the Library, December 31, 1911, was 465,851. Received since June 1, 1911, 24,000; since December 1, 1911, 1,270. Books worn out and discarded since June 1, 5,713; since December 1, 783. Books lost and paid for since June 1, 581; since December 1, 69. Books found and money refunded since June 1, 72; since December 1, 8.

HENRY E. LEGLER,

Librarian.

CHICAGO, January 8, 1912.

BOARD OF DIRECTORS
OF THE
CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

*CHICAGO, MONDAY, JANUARY 22, 1912.*OFFICIAL RECORD.

There were present the President, Director Roulston, in the chair, and Directors Stern, Frank, Freeman, Wait and Henius.

Absent—Directors Taylor, Lagorio and Ksycki.

MINUTES APPROVED.

On motion of Director Frank, the minutes of the regular meeting held January 8, 1912, were approved as recorded and printed, without being read.

COMMUNICATIONS.

Communications were received as follows:

From Alderman Peter Reinberg, in reference to the removal of the delivery station formerly located at Belmont and Lincoln avenues.

Referred to the Committee on Delivery Stations.

From Leo Stoller, resigning as keeper of delivery station No. 5 West.

Referred to the Committee on Delivery Stations.

From Rudolph Pick, praying the Board to establish a delivery station in his store, 1847 West 59th street.

Referred to the Committee on Delivery Stations.

From John S. Edwards, offering to lease his property at the corner of Milwaukee and Armitage avenues for branch library purposes.

Referred to the Committee on Buildings and Grounds.

From John Fitzpatrick, District Superintendent of the Western Union Telegraph Company, asking permission to install A. D. T. messenger service for the convenience of the library patrons.

Referred to the Committee on Library.

From Wm. Sullivan, requesting permission to solicit subscriptions for the *Civil Service News* among the employes of the Public Library.

Referred to the Committee on Buildings and Grounds.

From Miss Irene Warren, Librarian of the School of Education, University of Chicago, requesting permission to use the assembly hall in the Kelly Branch on the evening of March 1, 1912, for a meeting of the Alumni of Middlebury College.

Director Frank moved that the request be granted.

Carried.

COMMITTEE ON LIBRARY.

Director Stern, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Stern, Frank, Freeman, Wait, Henius and the President—6.

Nays—None.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—We report herewith a schedule of book lists submitted by the Librarian, approved by your Committee and recommended for purchase.

Current American books, list 1—356 vols.—\$487.00.

Current American books, list 2—105 vols.—\$138.00.

Current English books—26 vols.—\$51.00.

List of Miscellaneous books—103 vols.—\$140.00.

Books for School Deposit—2845 vols.—\$1900.00.

French books to be replaced—95 vols.—\$75.00.

Russian books to be replaced—60 vols.—\$40.00.

English books for branches—56 vols.—\$30.00.

List of damaged books, etc.—49 vols.—\$45.00.

English books for Kelly branch (Kelly fund)—50 vols.—\$35.00.

Total:

(Regular fund)—3695 vols.—\$2,906.00

(Kelly fund)—50 vols.—\$35.00

Total: 3745 vols.—\$2,941.00

Respectfully submitted,

JULIUS STERN,
MORTIMER FRANK,
MAX HENIUS,

Committee on Library.

CHICAGO, Jan. 22, 1912.

COMMITTEE ON ADMINISTRATION.

Director Wait, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, The Chicago Public Library,

Gentlemen:—The following resignation has been received and we recommend its acceptance with authority to the Librarian to fill the vacancy in the usual way by requisition on the Civil Service Commission:

Charles E. Lhotka, page, January 11, 1912.

Your Committee recommend the approval of the suspension for five days, by the Librarian, of Isadore Suluway, a page, who absented himself from duty without excuse.

Respectfully submitted,

HORATIO L. WAIT,
MAX HENIUS,

Committee on Administration.

CHICAGO, Jan. 22, 1912.

COMMITTEE ON DELIVERY STATIONS.

Director Frank, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Delivery Stations begs to report on the following matters in its hands:

1. That the petition of David Steinberg for a delivery station at his store, 1022 N. Ashland avenue, be placed on file on account of the nearness of this location to a station already established.

2. That the petition of R. A. Brown praying for a delivery station at his store, 311 N. 48th avenue, be granted, and that a station be opened on the usual sixty days' trial without pay.

3. That the resignation of Leo Stoller as keeper of delivery station No. 5 West be accepted, and that Maurice Pliner, who has purchased the business of Mr. Stoller, be appointed keeper of said station.

All of which is respectfully submitted,
MORTIMER FRANK,
HENRY V. FREEMAN,

Committee on Delivery Stations.
CHICAGO, Jan. 22, 1912.

COMMITTEE ON BUILDINGS AND GROUNDS.

In the absence of the Chairman, Director Wait presented the following report of the Committee and moved that the recommendations contained therein be concurred in.

Carried.

Yeas—Directors Stern, Frank, Freeman, Wait, Henius and the President—6.

Nays—None.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Buildings and Grounds begs leave to report on matters in its hands and would recommend as follows:

1. That the Secretary be authorized to purchase from Carson, Pirie, Scott &

Co. the usual supply of hand, roller and other towels for the sum of \$257.50; this being the lowest of three proposals received.

2. That the action of the Secretary in procuring temporary quarters for the Austin branch at No. 422 N. Park avenue, at a rental of \$25.00 per month, be approved; this step being necessary on account of a fire which occurred at the old location, No. 5642 W. Lake street, January 11th inst.

3. That the question of renewal of leases for the premises occupied by branches be referred to this Committee with power to act.

4. That the proposal of Russell Bronze Co. to cut down and remodel two of the bronze lamp-posts, formerly located on the Michigan avenue side of the Library building and install the same at the Hiram Kelly Branch Library for the sum of \$170.00, be accepted.

All of which is respectfully submitted,

A. LAGORIO,
HORATIO L. WAIT,
MORTIMER FRANK,

Committee on Buildings and Grounds.
CHICAGO, Jan. 22, 1912.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Frank, Freeman, Wait, Henius and the President—6.

Nays—None.

Lewis Institute. rent, etc., W. Madison St. Branch	\$100.00
M. Krska, rent, etc., W. 26th St. Branch. . .	65.00
Chicago, Burlington & Quincy R. R. Co., rent, Lawndale Branch	30.00
Morris A. Goldberger & N. A. Edenburg, rent, etc., Logan Bd. Branch.....	50.00
Wm. A. Giles (F. A. Hill & Co., Agts.), rent, etc., Austin Branch	10.65
	\$255.65

COMMITTEE ON FINANCE.

Director Freeman. Chairman, reported, informally, that the Committee had considered the communication from George W. Waterman, referred to the Board at its last meeting, and on behalf of the Committee moved that the Secretary be instructed to offer Mr. Blain the sum of fifteen dollars in settlement of the claim for the loss of his overcoat; this offer being made not on account of any legal liability on the part of the Board, but because the loss occurred through the mistake of a library employé.

Carried.

NEW BUSINESS.

Director Stern moved that the money

received from the fire insurance company in settlement of the claim for loss at the Austin Branch, caused by the fire on the 11th inst., be deposited to the credit of the Library's account in the First National Bank, and that the Librarian be given authority to replace the books and furniture destroyed, without further action of the Board.

Carried.

Yeas—Directors Stern, Frank, Freeman, Wait, Henius and the President—6.

Nays—None.

On motion of Director Frank, the Board adjourned.

H. G. WILSON,
Secretary.

BOARD OF DIRECTORS
OF THE
CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, FEBRUARY 12, 1912.

OFFICIAL RECORD.

No quorum appearing, the Board adjourned to meet Monday, February 19, 1912, at five o'clock p. m. H. G. WILSON, *Secretary*.

ADJOURNED REGULAR MEETING.

CHICAGO, MONDAY, FEBRUARY 19, 1912.

OFFICIAL RECORD.

There were present the President, Director Roulston, in the chair, and Directors Stern, Taylor, Lagorio, Frank, Freeman, Wait and Henius.

Absent—Director Ksycki.

MINUTES APPROVED.

On motion of Director Wait, the minutes of the regular meeting held January 22, 1912, were approved as recorded and printed, without being read.

COMMUNICATIONS.

Communications were received as follows:

From Mrs. Rose R. Murfey, Sec'y Woman's City Club, requesting the use of assembly hall for a meeting of the Woman's City Club on Saturday morning, March 2, 1912.

Director Frank moved that the request be granted.

Carried.

From N. D. Malcom, 708 E. 63d street, praying the Board to open a delivery station at his store.

Referred to the Committee on Delivery Stations.

From D. F. Ryan, requesting the

Board to open a delivery station at his store, 6533 Sheridan road.

Referred to the Committee on Delivery Stations.

Also, the following communication from the Secretary of the Board, which was received and placed on file:

CHICAGO, Feb. 19, 1912.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—I beg to report that an adjustment has been made with the Delaware Insurance Company of Philadelphia on the loss sustained at the fire at the Austin Branch on January 11th ult.

The amount of the policy, \$2,500.00, was paid in full, and, in accordance with the instructions of the Board, this amount has been placed to the credit of the Chicago Public Library in the First National Bank; the money to be drawn to replace the books and furniture destroyed.

Respectfully submitted,

H. G. WILSON,

Secretary.

COMMITTEE ON LIBRARY.

Director Stern, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Taylor, Lagorio, Frank, Freeman, Wait, Henius and the President—8.

Nays—None.

A. C. McClurg & Co., books	\$3,587.41
Geo. L. Shuman, books	384.00
C. V. Ritter, books	54.00
The Century Co., books	49.50
The Review of Reviews, books	29.45
Pownor's Book Store, books	26.40
M. Garewitch, books	22.29
Clayton F. Summy Co., books	21.60
John W. Cadby, books	20.00
John Seybold, binding	564.71

The Northwestern Bindery, binding....	236.84
Geo. E. Koehler, binding	214.53
Burgmeier Book Bindery, binding	34.70
Joseph Flucke & Son, binding	6.00
Arabol Mfg. Co., glue	4.00
Rogers & Hall Co., printing bulletins..	57.05
Dwight Bros. Paper Co., paper... ..	28.50
James Watson & Co., printing	68.43
Geo. E. Cole & Co., miscellaneous stationery.....	60.05
Bradner Smith & Co., envelopes; paper; twine.....	77.36
W. D. Messenger & Co., paper for charging checks; twine.....	81.63
Rockwell-Barnes Co., pencils; type-writing paper.....	17.50
Edwards & Hancock, carbon and type-writing paper.....	9.90
H. S. Parrish & Co., rubber stamps; dates; ink pads.....	8 35
Chicago Rubber Clothing Co., rubber bands	5.63
Dennison Mfg. Co., gummed labels	5.16
Cameron, Amberg & Co., vouchers....	15.75
Schulkins & Co., printing postal cards.	4.25
G. E. Stechert & Co., periodicals and books.....	1,376.10
H. G. Wilson, Sec'y, cash expenditures Jan., 1912	136.11
	<u>\$7,207.20</u>

He, also, presented the following list of bills for the maintenance of the Hiram Kelly Branch to be paid from the Kelly fund income account, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Taylor, Lagorio, Frank, Freeman, Wait, Henius and the President—8.

Nays—None.

A. C. McClurg & Co., books.....	\$614.28
John Seybold, binding	39.68
Geo. E. Koehler, binding.....	4.56
Mandel Bros., linoleum.....	3.00
Illinois Electric Co., electrical supplies..	1.13
Commonwealth Edison Co., electric current.....	56.97
Chicago Telephone Co., telephone service.....	3.75
	<u>\$723.37</u>

He, also, presented bills for books as follows, and moved that the bills be paid from the special funds as indicated:

Carried.

Ryder Fund:

G. Broes Van Dort.. ..	\$ 9.00
Alfred A. Goldschmidt ..	38.10
	<u>\$47.10</u>

Sherman Park Donation:

A. C. McClurg & Co.....	\$16.07
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He, also, presented the following report of the Committee, and moved its adoption.

Carried.

Yeas—Directors Stern, Taylor, Lagorio, Frank, Freeman, Wait, Henius and the President—8.

Nays—None.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—Your Committee on Library herewith report a schedule of book lists submitted by the Librarian, approved by your Committee and recommended for purchase:

Feb. 2, 1912:

Current American books, list 1—250 vols.—\$425.00.

Current American books, list 2—101 vols.—\$138.00.

Extra copies of non-fiction for stacks and open shelves—127 vols.—\$115.00.

Extra copies of non-fiction books, chiefly for open shelves—66 vols.—\$66.00.

English juvenile books to be replaced—550 vols.—\$400.00.

Italian books for main library and deposit collection—217 vols.—\$217.00.

Miscellaneous books — 144 vols.—\$190.00.

Total: 1,455 vols.—\$1,551.00.

Art books to be purchased from Ryder fund income—12 vols.—\$175.00.

Feb. 19, 1912:

Current American books—66 vols.—\$76.00.

Miscellaneous books to be replaced—176 vols.—\$325.00.

Juvenile books to be replaced—700 vols.—\$500.00.

Extra copies of non-fiction, chiefly for open shelves—168 vols.—\$170.00.

Books for deposit collection—620 vols.—\$535.00.

Miscellaneous books — 300 vols. — \$500.00.

Non-fiction for branches—320 vols.—\$285.00.

Fiction for branches — 608 vols.—\$525.00.

Non-fiction for Kelly branch (Kelly fund)—325 vols.—\$300.00.

Fiction for Kelly branch (Kelly fund)—274 vols.—\$240.00.

Total: (Regular fund) 2,958 vols.—\$2,916.00.

(Kelly fund) 599 vols. — \$540.00.

Total: Regular fund and Kelly fund—3,557 vols.—\$3,456.00.

We recommend further that a list of miscellaneous bills, herewith submitted, amounting to \$75.91, be ordered paid from the incidental fund.

Your Committee also submit the following recommendations, based upon proposals received, and ask for their approval:

For the purchase of four No. 1 Royal Typewriter Company's machines for \$234, with a credit allowance of \$117.50 for three old machines given in exchange, making the net cost of the four new machines, \$116.50. These machines are for the department of branches.

For authority to permit the Underwood Typewriter Company to install, without financial obligation on the part of the Library, one of their pay machines in the reference department for the accommodation of patrons desiring to make use thereof.

For the purchase of magazine binders required for the central reading room and for a number of the branches:

Feldman System Mfg. Co., 331 class A, at 85 cents; 258 class B, 90 cents. Total for both, \$498.55.

Barrett Bindery, 189 class D, \$1.00; 252 class E, \$1.00.

JULIUS STERN,
MORTIMER FRANK,
MAX HENIUS,
Committee on Library.

CHICAGO, Feb. 19, 1912.

COMMITTEE ON ADMINISTRATION.

Director Wait, Chairman, presented the following report and moved its adoption.

Carried.

*To the President and Board of Directors,
The Chicago Public Library,*

Gentlemen:—The following recommendations are herewith submitted for approval by your Committee on Administration:

Authorizing the appointment of an additional page for assignment in the Bindery Department.

Granting leave of absence to the following employes under conditions named:

To Carrie L. Elliott, from January 15 to February 10, inclusive, without loss of salary on account of serious illness.

To Lilyan G. Morawski, from February 7 to February 17, inclusive, without loss of salary on account of serious illness.

To Mary W. Morris, from February 3 to March 25, inclusive, without pay.

Acceptance of the following resignations with authority to the Librarian to fill the positions in the usual manner:

Laddie L. Tichy, page, January 25.

William Greenberg, page, January 31.

Respectfully submitted,

H. L. WAIT,
A. LAGORIO,
MAX HENIUS,

Committee on Administration.

CHICAGO, Feb. 19, 1912.

COMMITTEE ON DELIVERY STATIONS.

Director Frank, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Taylor, Lagorio, Frank, Freeman, Wait, Henius and the President—8.

Nays—None.

Knox Automobile Co. of Ill., automobile parts	\$ 72.48
Firestone Tire and Rubber Co., rubber tire	38.02
United States Tire Co., rubber tire, etc. . .	40.05
Standard Oil Co., gasoline	102.65
Valvoline Oil Co., gas-engine oil	29.10
Wayman & Murphy, automobile parts . . .	9.00
Estate Edward R. Ladew, belting	6.01
The Whitney Mfg. Co., cotter pins	4.25
Frank Seely, taking down and rehang- ing delivery station signs	13.50
	\$315.06

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Lagorio, Chairman, presented the following report of the Committee and moved that the recommendations contained therein be concurred in.

Carried.

Yeas—Directors Stern, Taylor, Lagorio, Frank, Freeman, Wait, Henius and the President—8.

Nays—None.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Buildings and Grounds begs leave to report on the following matters in its hands and recommends:

1. That the request of Wm. L. Sullivan, publisher of the *Civil Service News*, to solicit subscriptions among the employes of the Library be refused; this ac-

tion is in conformity with the policy of the Board of not allowing solicitors or agents to work among employes in the Library building.

2. That the communication of John S. Edwards, in reference to the renting of his building at the corner of Milwaukee and Armitage avenues, be placed on file.

3. That the proposal of Vulcan-Louisville Smelting Company to purchase the bronze lamp standards, formerly on the Garland court and Michigan avenue sides of the Library building, at \$11.50 per cwt. be accepted; this bid being the highest of five received.

4. That the request of Shakespeare Festival Committee for the use of a room in the Library building for a meeting Wednesday, February 21st inst., be granted.

5. That authority be given for the purchase of 500 wooden pamphlet boxes, for use in the new department of civics, at an estimated cost of \$100.00.

6. That authority be given for the purchase of two vertical filing cabinets, one for the Librarian's room and one for the department of civics, at an estimated cost of \$71.40.

All of which is respectfully submitted,

A. LAGORIO,

MORTIMER FRANK,

H. L. WAIT,

Committee on Buildings and Grounds.
CHICAGO, Feb. 19, 1912.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Taylor, Lagorio, Frank, Freeman, Wait, Henius and the President—8.

Nays—None.

Lewis Institute, rent, W. Madison St.
Branch \$ 100.00

M. Krska, rent, W. 26th St. Branch.....	65.00
Morris A. Goldberger & N. A. Edenburg, rent, Logan Bd. Branch	50.00
Chicago, Burlington & Quincy R. R. Co., rent, Lawndale Branch.....	30.00
Wm. A. Giles (F. A. Hill & Co., Agts.), rent, Austin Branch	14.52
Peoples Gas Light & Coke Co., gas.....	47.52
Peoples Gas Light & Coke Co., arc lamp rental	7.50
Commonwealth Edison Co., electric cur- rent.....	52.47
Carson, Pirie, Scott & Co., annual towel supply	257.50
Chicago Telephone Co., telephone ser- vice	57.24
Sanitary Office Towel Co., laundering towels.....	30.01
A. P. W. Paper Co., toilet supplies	10.00
Haegle Ice Co., ice	9.80
Raymond Express Co., delivering mail..	9.00
The Cudahy Packing Co., soap powder..	11.25
Baker Bros., coal	935.71
Krehbiel Co., coal analysis	25.00
Citizens Street Cleaning Bureau, remov- ing cinders	27.80
McMaster-Carr Supply Co., machinists supplies	20.36
Gallaher & Speck, machinists' labor	19.53
W. H. Salisbury & Co., Inc., leather belting	18.14
D. J. Gallagher Mfg. Co., waste and wipers	25.73
Jones & Laughlin Steel Co., steel.....	10.09
Schaeffer & Budeberg Mfg. Co., charts	4.50
Illinois Electric Co., snap switches, fixture wire, carbons, etc.....	33.68
Kaestner & Hecht, brake shoe linings ?..	4.50
Bullard & Gormley Co., miscellaneous hardware.....	11.97
James S. Kirk & Co., soft soap and soap.	43.60
The Crescent Brush Works, feather dust- ers.....	10.50
Shavings and Sawdust Co., sawdust	8.00
Morrison, Plummer & Co., ammonia, alcohol, etc.....	5.52
Nichols & Co., putty powder; oxalic acid	5.40
Pullman Chemical Co., soap powder	5.04
Tyler & Hippach, window light.....	27.00
E. Baggot Co., sheet lead	8.80
L. O. Liljegen, repairs to master clock..	8.00
H. G. Wilson, Sec'y, cash expenditures January, 1912	71.36

\$2,132.04

COMMITTEE ON FINANCE.

Director Freeman, Chairman, presented the report of the International Audit Company upon its audit of the books and accounts of the Public Library for the quarter ended November 30, 1911, which was received and ordered published.

The following is the report:

CHICAGO, February 16, 1912.

*To the President and Board of Directors,
Chicago Public Library,
Chicago.*

Gentlemen:—We have audited the books and accounts of the Chicago Public Library for the three months ending 30th November, 1911, and now submit our report thereon.

We have prepared from the books the following statements, which we certify to be correct and in accordance therewith.

1. Ledger balances, 30th November, 1911.

2. Quarterly receipts and disbursements from 1st September, 1911, to 30th November, 1911.
3. Cash receipts and disbursements for the months of September, October and November, 1911.

We examined all vouchers and checked them, with the entries, in the voucher record and cash book. The receipts from fines, books lost, deposits, etc., were verified by the daily receipt books and the deposit receipt stubs. We checked all postings to the ledger and proved the footings of the cash book, journal, voucher record and ledger.

The receipts of interest, taxes and miscellaneous were compared with the amounts entered in the library account of the city books and found to agree.

We take pleasure in stating that the books continue to be well and carefully kept. Yours very truly,

THE INTERNATIONAL AUDIT CO.

By (Signed) ROBERT NELSON, C. A.,
Manager.

LEDGER BALANCES, 30TH NOVEMBER, 1911.

DEBITS.

Tax Levy, 1910—Balance		\$17,129.88
Cash in hands of City Treasurer		43,815 79
		<u>\$60,945.67</u>
Mortgage Loans	\$ 4,500.00	
Certificate of Deposit	406.59	
Bonds	272,814.46	
Accrued Interest on Bonds	2.89	
Cash	23,374.15	301,098.09
		<u>\$362,043.76</u>

CREDITS.

Public Library Fund	60,945.67
W. H. Ryder Fund	10,000.00
W. H. Ryder Fund, Income	2,307.86
Jerome Beecher Fund	2,000.00
Jerome Beecher Fund, Income	2,175.91
Hiram Kelly Fund	200,000.00
Hiram Kelly Fund, Increment	65,000.00

Hiram Kelly Fund, Income.....	16,927.99	
H. W. Jackson Fund.....	1,000.00	
H. W. Jackson Fund, Income.....	95.73	
Story Hour Fund.....	3.04	
Sherman Park Fund.....	100.00	
Security Deposits.....	1,160.00	
Special Deposit.....	100.00	
Incidental Fund.....	227.56	
		<u>\$362,043.76</u>

PUBLIC LIBRARY FUND—STATEMENT OF RECEIPTS AND DISBURSEMENTS,
THREE MONTHS ENDING 30TH NOVEMBER, 1911.

RECEIPTS.

Cash in hands of City Treasurer, 1st September, 1911..		\$ 17,154.77
Receipts during Quarter:		
Taxes, 1910, collected.....	\$101,110.40	
Interest on Cash in hands of City Treasurer.....	125.47	
Sundry Receipts.....	684.29	101,920.16
		<u>\$119,074.93</u>

DISBURSEMENTS.

Books.....	5,754.80	
Newspapers and Periodicals.....	3,705.58	
Binding.....	4,560.78	
Books lost and paid for—Refunds.....	39.85	
Finding Lists.....	256.91	
Freight and Express.....	60.67	
Postage.....	297.00	
Delivery Stations—Miscellaneous.....	873.75	
Branch Reading Rooms—Miscellaneous.....	1,310.40	
Salaries:		
Main Building.....	41,499.18	
Branch Reading Rooms.....	7,097.31	
Delivery Stations.....	3,547.62	52,144.11
Miscellaneous.....		572.11
Printing and Stationery.....		1,227.30
Fuel.....		2,175.31
Heating and Generating Plant.....		336.86
Elevator Supplies and Repairs.....		103.11
Electric Supplies and Repairs.....		93.42
Repairs, Alterations and Improvements.....		1,294.16
Janitor Expense.....		157.42
Insurance.....		27.31
Furniture and Fixtures.....		125.31
Blackstone Branch Library.....		142.98
		<u>75,259.14</u>
Balance in hands of City Treasurer, 30th November, 1911.		\$43,815.79

PUBLIC LIBRARY FUND.

Taxes, 1910, balance of levy.....	\$17,129.88
Cash in hands of City Treasurer.....	43,815.79
Library Fund at 30th November, 1911.....	\$60,945.67

CASH RECEIPTS AND DISBURSEMENTS, THREE MONTHS ENDING
30TH NOVEMBER, 1911.

RECEIPTS.

	Sept.	Oct.	Nov.
Cash Balance at close of previous month...	\$ 38,280.54	\$ 36,862.95	\$ 25,017.42
Kelly Fund, Income.....	59.08	1,498.24	4.35
Ryder Fund, Income.....	10.00	20.00	
Jackson Fund, Income.....		25.00	
Accrued Interest.....		6.67	
City Treasurer, for Incidental Fund.....	249.68	307.46	153.45
Finding Lists.....	122.15	90.33	69.89
Books lost and paid for.....	61.00	86.74	89.43
Deposits.....	280.95	243.30	245.50
Fines.....	944.96	1,108.75	1,162.66
Miscellaneous.....	41.64	44.82	78.29
	<u>\$40,050.00</u>	<u>\$40,294.26</u>	<u>\$26,820.99</u>

DISBURSEMENTS.

City Treasurer.....	224.79	221.89	237.61
Deposits Repaid.....	268.60	238.35	241.30
Books.....	29.18		39.99
Newspapers and Periodicals.....	.50	1.41	15.60
Binding.....	1.50	3.75	
Books Lost and paid for—Refunds.....	20.60	9.40	9.85
Freight and Express.....	6.57	10.40	43.70
Delivery Stations—Miscellaneous.....	3.37	12.00	1.47
Branch Reading Rooms—Miscellaneous.....	9.67	3.27	5.45
Blackstone Branch Library.....		3.15	1.60
Miscellaneous Expense.....	75.70	33.41	30.19
Postage.....	125.00	65.00	107.00
Printing and Stationery.....	15.65	6.47	11.54
Heating and Generating Plant.....	14.84	5.19	3.15
Electric Supplies and Repairs.....	4.88		
Janitor Expense.....			2.90
Pension Fund.....	944.96	1,108.75	1,162.66
Kelly Branch—Maintenance.....	1,213.39	1,717.40	1,532.83
Kelly Fund, Income—Books, etc.....	227.85	11,837.00	
	<u>\$3,187.05</u>	<u>\$15,276.84</u>	<u>\$3,446.84</u>
Balance, Cash on hand at close of month.....	36,862.95	25,017.42	23,374.15
	<u>\$40,050.00</u>	<u>\$40,294.26</u>	<u>\$26,820.99</u>

SUMMARY OF BALANCES.

	September, 1911.	October, 1911.	November, 1911.
Hiram Kelly Fund	\$200,000.00	\$200,000.00	\$200,000.00
Hiram Kelly Fund, Increment	65,000.00	65,000.00	65,000.00
Hiram Kelly Fund, Income	30,512.63	18,456.47	16,927.99
W. H. Ryder Fund	10,000.00	10,000.00	10,000.00
W. H. Ryder Fund, Income	2,287.86	2,307.86	2,307.86
Jerome Beecher Fund	2,000.00	2,000.00	2,000.00
Jerome Beecher Fund, Income	2,175.91	2,175.91	2,175.91
H. W. Jackson Fund	1,000.00	1,000.00	1,000.00
H. W. Jackson Fund, Income	70.73	95.73	95.73
Sherman Park Fund	100.00	100.00	100.00
Story Hour Fund	3.04	3.04	3.04
Incidental Fund	192.54	346.55	227.56
Security Deposits	1,150.85	1,155.80	1,160.00
Special Deposits	100.00	100.00	100.00
	<u>\$314,593.56</u>	<u>\$302,741.36</u>	<u>\$301,098.09</u>
Deduct:			
Mortgage Loan	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00
Certificate of Deposit	406.59	406.59	406.59
Bonds	272,814.46	272,814.46	272,814.46
Accrued Interest on Bonds	9.56	2.89	2.89
	<u>\$277,730.61</u>	<u>\$277,723.94</u>	<u>\$277,723.94</u>
Balance—Cash on hand	36,862.95	25,017.42	23,374.15
	<u>\$314,593.56</u>	<u>\$302,741.36</u>	<u>\$301,098.09</u>

Director Freeman, also, presented the bill of the International Audit Company, amounting to \$25.00, for its audit of the books and accounts of the Public Library for the quarter ended November 30, 1911, and moved that it be paid.

Carried.

REPORTS OF OFFICERS.

The Librarian presented his report for January, 1912, which was received and ordered published.

NEW BUSINESS.

Director Wait called attention to the

fact that the room now used for the meetings of the Board is not satisfactory on account of the noise of the street cars on Garland court, and moved that the room on the third floor in the southeast corner of the building, adjoining the Librarian's office, be fitted up as a Directors' room and used for the meetings of the Board.

Carried.

On motion of Director Frank, the Board adjourned.

H. G. WILSON,

Secretary.

REPORT OF LIBRARIAN FOR JANUARY, 1912.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of January, 1912, was 245,760; for the corresponding month of the previous year, 218,180. The circulation was from the following sources:

Central Library.....	56,065
Branches.....	105,323
Stations.....	84,372
	245,760

The following is a summary of the books obtained at the Central Library:

Main Collection.....	29,319
Open Shelf.....	20,803
Hughes Room..	1,542
Information Desk (Teachers' and special cards).....	3,887
Miscellaneous.....	252
Books for the Blind.....	262
	56,065

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCH	DIRECT	STATIONS	TOTAL
Austin.....	4,891	344	5,235
Bessemer Park.....	888	333	1,221
Blackstone.....	5,866	321	6,187
Burr School.....	5,208	325	5,533
Cornell.....	3,481	215	3,696
Davis Square.....	470	209	679
Hamilton Park.....	1,329	875	2,204
Hamlin Park.....	3,783	272	4,055
Hebrew Institute.....	6,717	2,184	8,901
Kelly.....	12,778	389	13,167
Lawndale.....	4,395	280	4,675
Lewis Institute.....	9,877	889	10,766
Lincoln Center.....	5,535	670	6,205

Logan Square.	4,751	365	5,116
Mark White	2,845	178	3,023
Ogden Park	612	809	1,421
Seward Park	1,048	615	1,663
Sherman Park	4,337	404	4,741
Walker.	1,235	58	1,293
West Park 1.	4,397	301	4,698
West Park 2.	4,042	993	5,035
West Park 3.	783	302	1,085
West 26th Street.	7,704	485	8,189
Other Agencies	9,353	4,086	13,439
	106,325	15,902	122,227

Of the 84,372 books supplied through the Stations Department, 11,816 were sent to 23 branches and 72,556 to 90 stations. The books supplied for the same month of the preceding year numbered 96,754 volumes.

The circulation department was open on 26 week days. The daily average week day circulation was 9,452.

REFERENCE ROOM.

	1912.	1911.
Number of books issued from stacks.	40,045	35,704
Number of recorded visitors.	16,040	14,955

No record was kept of the number of books consulted at or borrowed from the open shelves.

ROOM FOR ART BOOKS.

Books consulted, 9,952. Visitors, 3,210.

PATENTS AND PUBLIC DOCUMENTS.

Volumes consulted, 13,581. Visitors, 2,955.

BOUND NEWSPAPERS.

Bound newspapers consulted, 687. Visitors, 430.

READING ROOMS.

Periodicals issued at the counter at Central Library, 13,640. No record was kept of the use of periodicals and newspapers on open stands and racks. Mean attendance per hour, 293. Average maximum attendance per hour, 393.

At the Armour branch reading room, no record was kept of the table use of books and magazines. The number of books circulated for home use, through the Stations Department, was 1,103.

REGISTRATION.

The number of cards issued on new registrations and re-registrations, 6,073; issued in January of the previous year, 6,073. Number of non-fiction cards issued, 2,652; juvenile cards, 2,196; research cards, 4; teachers' cards, 79. The number of three-year cards outstanding is, 139,112.

BINDERY DEPARTMENT.

Number of books at binderies January 1, 1912.....	4,446
Number of books sent to binderies in January, 1912.....	4,613
Total number of books at binderies in January, 1912	9,059
Number of books received from binderies in January, 1912.	3,075
Number of books at binderies January 31, 1912.....	5,984
Number of books repaired in library in January, 1912	3,866

GROWTH OF THE LIBRARY.

The total number of volumes in the Library, January 31, 1912, was 471,413. Received since June 1, 1911, 30,323; since January 1, 1912, 6,323. Books worn out and discarded since June 1, 6,399; since January 1, 686. Books lost and paid for since June 1, 676; since January 1, 95. Books found and money refunded since June 1, 92; since January 1, 20.

HENRY E. LEGLER,
Librarian.

CHICAGO, February 19, 1912.

BOARD OF DIRECTORS
OF THE
CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

*CHICAGO, MONDAY, MARCH 11, 1912.*OFFICIAL RECORD.

There were present the President, Director Roulston, in the chair, and Directors Stern, Taylor, Lagorio, Frank, Freeman, Wait and Henius.

Absent—Director Ksycki.

MINUTES APPROVED.

On motion of Director Frank, the minutes of the regular meeting of February 12, and of the adjourned regular meeting held February 19, 1912, were approved as recorded and printed, without being read.

COMMUNICATIONS.

From the Central Improvement Association of Englewood requesting permission to use one of the small rooms on the second floor of the Hiram Kelly Branch Library on the first Monday evening of each month, for meetings of the Board of Directors of that association.

Director Frank moved that the request be granted.

Carried.

The following communications were received and referred to the Committee on Delivery Stations.

From L. Scattergood resigning as keeper of delivery station No. 12 North.

From C. M. Kretchmer, praying the Board to appoint him keeper of delivery station No. 12 North.

From Chas. F. Holloway, resigning as keeper of delivery station No. 3 North.

From Frank C. Howorka, praying the Board to appoint him keeper of delivery station No. 3 North.

From Miss Elfrieda Wolff, 2616 N. Halsted street, praying the Board to establish a delivery station in her store at that number.

From H. H. Stiles, requesting the Board to establish a delivery station at 3301 Southport avenue.

COMMITTEE ON LIBRARY.

Director Stern, Chairman, presented the following schedule of bills, regularly

audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Taylor, Lagorio, Frank, Freeman, Wait, Henius and the President—8.

Nays—None.

A. C. McClurg & Co., books.....	\$3,853.19
Thomas Nelson & Sons, books.....	59.40
O. G. Waffle, books.....	58.10
Daniel Dunn, books.....	31.00
Elliott-Madison Co., books.....	30.00
John Seybold, binding.....	556.50
Geo. E. Koehler, binding.....	418.01
Northwestern Bindery, binding.....	195.42
Joseph Flucke & Son, binding.....	181.24
Burgmeier Book Bindery, binding.....	164.09
Slade, Hipp & Meloy, gummed muslin ..	13.75
Rogers & Hall Co., printing monthly bulletins.....	59.49
Dwight Bros. Paper Co., paper.....	32.40
Cameron, Amberg & Co., printing, etc.	72.59
James Watson & Co., printing.....	27.35
Max Stern's Sons, printing.....	7.75
Library Bureau, cards; book pockets, filing cabinets, etc.....	296.46
Swigart Paper Co., paper.....	55.52
International Time Recording Co., time cards for employes.....	7.50
Rockwell-Barnes Co., lead pencils.....	43.50
H. S. Parrish & Co., pencil date holders; stamp; ink pads, etc.....	14.75
Dennison Mfg. Co., baggage tags; labels; glue.....	10.15
Kirk's Ink Co., paste.....	9.60
P. A. Salisbury-Schulz Co., date holders	6.00
Geo. E. Cole & Co., stationery.....	5.01
Chicago Rubber Clothing Co., rubber bands.....	4.50
Royal Typewriter Co., typewriting machines.....	116.50
H. G. Wilson, Sec'y, cash expenditures Feb., 1912.....	153.51
	<u>\$6,481.28</u>

He, also, presented the following list of bills for art books, to be paid from the Ryder fund income account, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Taylor, Lagorio, Frank, Freeman, Wait, Henius and the President—8.

Nays—None.

G. Broes Van Dort Co., books	\$230.00
B. F. Stevens & Brown, books, £29/11/4..	144.13
	<u>\$374.13</u>

He, also, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Stern, Taylor, Lagorio, Frank, Freeman, Wait, Henius and the President—8.

Nays—None.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—Your Committee on Library herewith report a schedule of book lists submitted by the Librarian, approved by your Committee and recommended for purchase:

Current American books—231 vols.—\$264.00.

Juvenile books for branches—1610 vols.—\$1168.00.

Juvenile books for Kelly branch (Kelly fund)—966 vols.—\$821.00.

List of miscellaneous books — 143 vols.—\$44.50.

Total: Regular fund—1984 vols.—\$1476.50.

Kelly fund — 966 vols. — \$821.00.

Total: Regular fund and Kelly fund—2950 vols.—\$2297.50.

Art books to be purchased from Ryder fund income—2 vols.—\$24.00.

We recommend further that a list of miscellaneous bills, herewith submitted, amounting to \$33.59, be ordered paid from the incidental fund.

Respectfully submitted,

JULIUS STERN,
MORTIMER FRANK,
MAX HENIUS,

Committee on Library.

CHICAGO, March 11, 1912.

COMMITTEE ON ADMINISTRATION.

Director Wait, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—The following resignations have been received and we recommend their acceptance with authority to the Librarian to fill the vacancies in the usual way by requisition on the Civil Service Commission:

George T. Dickenson, page, February 25.

Charles A. Egan, library assistant, February 27.

Your Committee recommend the approval of leave of absence for three months, dating from January 25, granted to Amanda Diehl, library assistant in the circulating department, on account of illness.

Respectfully submitted,

HORATIO L. WAIT,

A. LAGORIO,

MAX HENIUS,

Committee on Administration.

CHICAGO, March 11, 1912.

He, also, presented the following list of vacancies, appointments and changes of salary from January 6 to March 9, 1912, and moved that it be received and published.

Carried.

Benjamin G. Abrahamson, page, appointed January 15, \$300 per year.

Dorothy Atkinson, library assistant, appointed temp. January 8, \$420 per year.

Harriet I. Baer, separated as library assistant January 25; appointed branch librarian January 26, \$720 per year.

Helen L. Barker, separated as library assistant January 25; appointed branch librarian January 26, \$720 per year.

Dorothy Bastin, cataloguer, appointed January 26, \$720 per year (Promotional).

Eugene Bradshaw, page, appointed January 30, \$300 per year; separated February 27.

John R. Buster, elevator operator, transferred to another City Department February 4.

Clifton P. Cook, elevator operator, appointed March 1, \$750 per year.

Emelia Dahl, bindery assistant, appointed temp. January 15, \$1.25 per day.

George T. Dickenson, page, resigned February 25.

Charles A. Egan, library assistant, resigned February 27.

Edith Erskine, branch librarian, appointed January 15, \$720 per year.

Pearl E. Feddersen, separated as library assistant January 25; appointed branch librarian January 26, \$720 per year.

Norman Ferdinand, automobile caretaker, appointed temp. January 18, \$600 per year; separated February 2.

Ralph W. Gibson, page, separated February 27.

William Greenberg, page, appointed January 31, \$300 per year; resigned January 31.

Samuel I. Greenhouse, page, separated January 11.

Olive Griffith, library assistant, appointed temp. January 29, \$420 per year.

Minnie R. Grosser, cataloguer, appointed January 26, \$720 per year (Promotional).

James C. Husa, page, salary increased from \$300 to \$360 per year, January 26.

Albert F. Ifland, automobile caretaker, appointed temp. February 3, \$600 per year.

Elmer Johnson, janitor, separated January 11; appointed temp. January 21, \$8.00 per month.

Jesse W. Johnson, page, salary increased from \$300 to \$360 per year, January 26.

John D. Johnson, page, salary increased from \$300 to \$360 per year, January 26.

William J. Kaspar, page, appointed January 8, \$300 per year.

Frederick N. J. Lantz, page, separated January 29; appointed Civil Service February 28, \$300 per year.

Alexander S. La Zoris, page, salary increased from \$300 to \$360 per year, January 26.

Emma Levin, branch librarian, salary increased from \$660 to \$720 per year, February 26.

Charles E. Lhotka, page, resigned January 11.

Dewey J. Lightfoot, page, appointed February 28, \$300 per year.

John W. McLaughlin, elevator operator, appointed temp. February 6, \$750 per year; separated March 7.

Frank A. Milligan, page, salary increased from \$300 to \$360 per year, January 26.

Faith Mix, separated as library assistant January 25; appointed branch librarian January 26, \$720 per year.

Albert Moeller, page, separated January 6; appointed Civil Service January 17, \$300 per year.

Martha M. Mott, library assistant, appointed temp. (half-day service) February 19, \$420 per year; separated February 24.

Louis J. Mozwecz, page, appointed January 15, \$300 per year.

Janet O'Brien, separated as library assistant January 25; appointed branch librarian January 26, \$720 per year.

Wladislaw S. Pawlowski, page, appointed February 28, \$300 per year.

Frank Petrie, page, separated January 25; temp. appointed multigraph operator January 26, \$420 per year.

Mrs. Rose Prince, janitress, appointed temp. February 2, \$600 per year; separated February 14; appointed temp. February 23, \$600 per year.

Marie L. Ryan, cataloguer, appointed January 26, \$720 per year (Promotional).

Mrs. Anna Schulenburg, bindery assistant, appointed temp. January 17, \$1.25 per day.

Aliene C. Scott, page, separated January 30.

John M. J. Scully, page, appointed January 11, \$300 per year.

Joseph Seawright, page, appointed March 4, \$300 per year.

Myrtle E. Sette, branch librarian, salary increased from \$720 to \$840 per year, December 26.

Mrs. Mary Stoker, janitress, separated January 30.

Edna P. Swigart, library assistant, appointed temp. January 30, \$420 per year.

Laddie L. Tichy, page, resigned January 25.

Carrie Vande Roovaart, library assistant, appointed temp. (for service three days each week) February 5, \$10 per month.

Fred J. Varney, elevator operator, appointed February 26, \$750 per year.

Harold Watkins, page, separated January 10.

Earl T. Wilson, page, appointed February 28, \$300 per year.

Julia Zasadil, janitress, transferred to another City Department February 20.

COMMITTEE ON BRANCHES.

Director Stern, for the Chairman, presented the following list of bills for current expense at the Hiram Kelly Branch, and moved that the bills be paid from the Kelly fund income account.

Carried.

Yeas—Directors Stern, Taylor, Lagorio, Frank, Freeman, Wait, Henius and the President—8.

Nays—None.

Russell Bronze Co., lamp standards altered and installed at Kelly Branch.....	\$170.00
City Fuel Co., coal	129.50
Commonwealth Edison Co., electric current.....	28.97
Mandel Bros., 62 ft. brass nosing.....	9.30
Hocking & Penhallegon, pump.....	5.00
John Seybold, binding.....	4.71
Chicago Telephone Co., telephone service	3.75
	\$346.23

COMMITTEE ON DELIVERY STATIONS.

Director Frank, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Taylor, Lagorio, Frank, Freeman, Wait, Henius and the President—8.

Nays—None.

Knox Automobile Co. of Ill., automobile parts	\$103.14
Standard Oil Co., gasoline.....	80.00
Valvoline Oil Co., gas-engine oil.....	14.85
Firestone Tire and Rubber Co., motor tire	21.63
D. J. Gallagher Mfg. Co., waste.....	15.20

Goldsmith Bros. Smelting & Refining Co.,	
iridio-platinum wire	22.31
Tuthill Spring Co., parts of springs	10.80
Crerar, Adams & Co., steel tubing.....	7.15
	\$275.08

He, also, presented the following report of the Committee and moved its adoption.

Carried.

CHICAGO, March 11, 1912.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Delivery Stations begs leave to report on the following matters in its hands and would recommend:

1. That the communication from D. F. Ryan in reference to his store, 6533 Sheridan Road, be filed.

2. That the request of N. D. Malcolm for a delivery station at his store, 708 E. Sixty-third street, be placed on file; this location being within six blocks of each of two other delivery stations.

3. That the request of Rudolph Pick, 1847 W. Fifty-ninth street, for a delivery station at his store, be placed on file. This locality is but sparsely settled and cannot be reached by the regular library deliveries.

4. That the communications from B. M. Wiedinger and Alderman Peter Reinberg, in reference to the removal of the delivery station formerly located at Belmont and Lincoln avenues, be placed on file. This station was voluntarily given up by the former station keeper and was subsequently removed to the new branch at Hamlin Park. The circulation at the new branch shows an average of about 3,500 books a month against 800 from the old delivery station. Your Committee would further recommend in this connection, that if a suitable location can be found east of Belmont and Lincoln avenues a delivery station be opened on the usual sixty days' trial.

5. That the resignation of Miss L.

Scattergood as keeper of delivery station No. 12 North, 5150 Evanston avenue, be accepted, and that C. M. Kretchmer be appointed keeper in her place, he having purchased the business.

6. That the resignation of Mr. Chas. Holloway, as keeper of delivery station No. 3 North, 2544 Lincoln avenue, be accepted, and that Frank C. Howorka be appointed keeper in his place, he having purchased the business.

All of which is respectfully submitted,

MORTIMER FRANK,

HENRY V. FREEMAN,

Committee on Delivery Stations.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Lagorio, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Taylor, Lagorio, Frank, Freeman, Wait, Henius and the President—8.

Nays—None.

Lewis Institute, rent, W. Madison St.	
Branch	\$ 100.00
M. Kraska, rent, W. 26th St. Branch.....	65.00
Morris A. Goldberger & Nathan A. Edenburg, rent, Logan Bd. Branch	50.00
Chicago, Burlington & Quincy R. R. Co., rent, Lawndale Branch.....	30.00
Wm. A. Giles (F. A. Hill & Co., Agts.), rent, Austin Branch	25.00
Commonwealth Edison Co., electric current.....	40.53
Peoples Gas Light & Coke Co., gas.....	39.04
Peoples Gas Light & Coke Co., arc lamp rental	7.50
City Fuel Co., coal for branches	145.00
Chicago Telephone Co., telephone service	60.07
Marshall Field & Co., curtains	7.63
A. P. W. Paper Co., toilet supplies	50.00
Sanitary Office Towel Co., laundering towels.....	35.40
Raymond Express Co., delivering mail..	9.00

Haegle Ice Co., ice	7.28
Bullard & Gormley Co., hardware supplies	27.28
City Collector, City of Chicago, street car books	5.30
Baker Bros., coal, main library	1,039.74
Krehbiel Co., coal analysis	25.00
John Mohr & Sons, part for boiler	14.70
Crosby Steam Gate & Valve Co., discs and seats for angle valves	11.94
McMaster-Carr Supply Co., engineering supplies	9.59
Crane Co., engineering supplies	6.07
Citizens Street Cleaning Bureau, Inc., removing cinders	26.40
Illinois Electric Co., electrical supplies	31.86
Joseph Dixon Crucible Co., graphite brushes	13.80
Gallagher & Speck, elevator cables, etc.	61.60
James S. Kirk & Co., soft soap	7.25
E. Baggot Co., putting in lavatory	86.84
Allen Water Filter Service, water cooler	9.85
H. G. Wilson, Sec'y, cash expenditures Feb., 1912	42.35
	<u>\$2,091.02</u>

He, also, presented the following report of the Committee together with the recommendation of the joint Committees on Buildings and Grounds, By-Laws and Finance, and moved the adoption of the report.

Carried.

Yeas—Directors Stern, Taylor, Lagorio, Frank, Freeman, Wait, Henius and the President—8.

Nays—None.

CHICAGO, Mar. 11, 1912.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Buildings and Grounds begs leave to report on the following matters in its hands, and would recommend:

1. That in accordance with the recommendation of the joint Committee on Buildings and Grounds, By-Laws and Finance, a copy of which is herewith sub-

mitted, your Committee would recommend that the proposals for liability insurance, received by the Secretary, be rejected, and that liability insurance, as heretofore carried by the Board, be discontinued.

2. That the Secretary be authorized to order 1,000 slate tile from the Western Slate Company at fourteen cents each, delivery to be made, about, July 1st prox.

All of which is respectfully submitted,

A. LAGORIO,
MORTIMER FRANK,
HORATIO L. WAIT,

Committee on Buildings and Grounds

RECOMMENDATION OF THE JOINT COMMITTEES ON BUILDINGS AND GROUND, BY-LAWS AND FINANCE.

At the request of Director Lagorio, Chairman of the Committee on Buildings and Grounds, a joint meeting of the Committees on Buildings and Grounds, By-Laws and Finance was held to consider the question of renewing the liability insurance now carried by the Board.

The joint Committee recommends that this insurance be dropped. In making this recommendation the joint Committee is guided by the opinion of the Corporation Counsel, dated Feb. 28, 1912, a copy of which is hereto appended, and by an opinion from the same office, under date of June 10, 1909, now on file in the Secretary's office.

Respectfully submitted,

A. LAGORIO,
MORTIMER FRANK,
HORATIO L. WAIT,
HENRY V. FREEMAN,
MAX HENIUS,
GRAHAM TAYLOR,
JULIUS STERN,

*Joint Committee on Buildings and
Grounds, By-Laws and Finance.*

CHICAGO, Mar. 11, 1912.

"City of Chicago,
 "Law Department,
 "February 28, 1912.

"Harry G. Wilson, Esq.,
 "Secretary Chicago Public Library.

"Dear Sir:—In answer to your communication of the 16th inst. with reference to the 'Compensation Act,' we beg to inform you that this department has heretofore rendered an opinion that said Act does not apply to municipal corporations. This is adhered to.

"Enclosed please find copy of said opinion.

"Very truly yours,
 "NICHOLAS MICHELS,
 "Assistant Corporation Counsel."

"Approved:
 "W. H. SEXTON,
 "Corporation Counsel."

"January 3, 1912.

"In Re ACTION OF CITY WITH REFERENCE TO EMPLOYERS' COMPENSATION ACT.

"Hon. L. E. McGann,
 "Commissioner of Public Works.

"Dear Sir:—The above question, which was presented to this department in your communication of December 18, 1911, covers two points:

"1. A construction of the Act of the General Assembly providing compensation for accidental injuries or death suffered in the course of employment.

"2. If it should appear that municipal corporations come within the provisions of the Act, what notice or action, if any, should be taken in regard to the law by the city of Chicago?

"According to my view the term '*every employer in the State*' used in Section 2 of said Act does not include municipal corporations. In order to include them the legislature should have vested them with power to carry out the provisions of the Act. This power has not been conferred, and the city is without the means to comply with the law.

"While this is my opinion, the city

may nevertheless file with the State Bureau of Labor Statistics a notice of its election not to be bound by the Act in question, and thus remove any possible doubt with reference to the matter.

"Very truly yours,

"(Signed) NICHOLAS MICHELS,
 "Assistant Corporation Counsel."

"Approved:

"(Signed) WM. H. SEXTON,
 "Corporation Counsel."

"City of Chicago.

"Law Department,

"Office of the Corporation Counsel.

"June 10, 1909.

"In re Liability of Chicago Public Library or The City of Chicago for Injury, etc., Caused by Negligence of Operator of Elevators in the Library Building.

"To the Honorable,

"The Board of Directors of the Chicago Public Library.

"Gentlemen:—Replying to the verbal request made by your Secretary, Mr. H. G. Wilson, to this department for an opinion as to the liability of the Chicago Public Library or of the City of Chicago in case of injury or death caused by the negligence of an operator of elevators in the Chicago Public Library building, I beg to say:

"In the case of *Maxmilian vs. Mayor, etc.*, of New York, 62 N. Y. 160, decided in 1875, the court held the broad, general doctrine to be that 'two kinds of duties are imposed on municipal corporations, the one governmental and a branch of the general administration of the State, and the other quasi-private or corporate.'

"This doctrine has been recognized and upheld in numerous opinions of our courts in different parts of the United States.

"In *Wilcox vs. City of Rochester*, 190 N. Y. Rep., page 137, decided in 1907, the court held that upon principle and authority, as well as under the act for the government of cities of the second class

(L. 1898, ch. 182, par. 181), defining the powers and duties of the members of the police force in cities of the second class, the City of Rochester in the appointment and maintenance of the police force exercises a public governmental function, so that it is not responsible for the unlawful or negligent acts of policemen in the discharge of their duties; and the maintenance, management, and repair of a building used and occupied as a police headquarters for its police department and by the police court with a telephone and telegraph system for the police patrol and fire alarm, and with cells for the temporary detention of prisoners arrested by the police, is an appropriate and necessary element in the maintenance of the police force, and is also the exercise of a public governmental function, not a municipal function; hence the city is not liable for injuries sustained by a mechanic on his way to repair the roof of the building alleged to have been caused by the negligence of a police telegraph operator in leaving open the door to an elevator shaft when the elevator had been moved upward and away from the door so that the mechanic, believing that the elevator was still there, stepped through the door and fell to the bottom of the shaft.

"In the case of *Moest vs. City of Buffalo*, 116 Appellate Division Reports, Supreme Court of New York, page 657, the court held that the rule of respondeat superior is based upon the right which the employer has to select his servants, to discharge them if not competent and to direct and control them while in his employ; that the rule has no application to a case when this power of the master does not exist; that neither the City of Buffalo nor the County of Erie is liable for the injuries received on an elevator in the city and county hall by reason of the personal negligence of the operator. This is because said building, under the statute providing for the erection and management thereof, is under the control of trustees appointed by the city and county

who have power to employ and discharge servants and workmen in the building, and because the occupancy by the city and county is for governmental purposes. Municipalities are not liable for the acts of officers and agents exercising governmental functions. The court cites the opinion of Folger, J., in *Maximilian vs. Mayor*, *supra*, as follows:

"Where a municipal corporation elects or appoints an officer in obedience to an act of the legislature to perform a public service in which the corporation has no private interest and from which it derives no special benefit or advantage in its corporate capacity, such officer cannot be regarded as a servant or agent of the municipality for whose negligence or want of skill it can be held liable. It has appointed or elected him in pursuance of a duty laid upon it by law for the general welfare of the inhabitants of the community."

"The doctrine laid down in the *Maximilian* case is also confirmed in the case of *Lefrois vs. County of Monroe*, 162 N. Y. 563; *Markey vs. County of Queens*, 154 N. Y. 675; *Hughes vs. County of Monroe*, 147 N. Y. 49. In the *Hughes* case it was unsuccessfully sought to hold the County of Monroe liable for an accident occurring to an employé in the insane asylum, and in the *Lefrois* case for the acts of the officials of the county in permitting sewage and night soil from a penitentiary and almshouse to be spread over the county farm, thereby creating and continuing a nuisance to the damage of the land and stock of a neighboring owner. In the *Markey* case it was held that the county was not liable for the suit of a private individual who received injuries from a defective bridge, with the maintenance of which the county was chargeable.

"In the latter case, as stated in the syllabus, it is held that there is a distinction between counties as civil divisions of the State for purposes of local government and chartered municipal corporations in

respect to their liability for corporate acts. And in the opinion of the court, per Gray, J., the rule is broadly stated that counties 'were created such for the better and more convenient government of the State, both upon authority and upon principle in the exercise of those political powers which appertain to local government and which are for the public benefit, and they should be no more liable for damages resulting therefrom at the suit of a private individual than would be the State itself.'

"In *Snider vs. City of St. Paul*, 51 Minn. Rep., p. 466, the court held that the duty of providing and maintaining a city hall for the uses of the city officers is a public and governmental use, for the negligence of its agents or servants in discharge of which the city of St. Paul is not liable in a private action. In this case the complainant alleged that the city of St. Paul and the county of Ramsey owned and possessed, as tenants in common, a building known as the courthouse and city hall; that they negligently constructed the entrance to one of the elevator shafts in an unsafe manner; also that their servant in charge of the elevator handled it negligently, whereby the plaintiff was injured.

"In deciding this case in favor of the city of St. Paul, Mitchell, J., referred to the case of *Dosdall vs. County of Olmstead*, 30 Minn. 96, where the court held that a county is not liable for the negligence of its board of county commissioners in failing to repair a courthouse, the duty of maintaining a courthouse being a public one and for a wholly public purpose. Also to the case of *Bryant vs. City of St. Paul*, 33 Minn. 289, where the court held that the city was not liable for the negligence of the board of health in the discharge of its duties, the same being public and governmental and not corporate in their character. And for a like reason in *Grube vs. City of St. Paul*, 34 Minn. 402, where it was held that the city was not li-

able for the negligent acts of members of its fire department, and in *Snider vs. City of St. Paul*, on page 473, J. Mitchell said in part:

" 'We fail to discover any distinction in the character, in this respect, of the duty performed by the city in maintaining a board of health, a fire department or a police department, and that performed in providing and maintaining a city hall for the use of the public officers of the city. The city in its private or corporate capacity derives no more pecuniary benefit from the one than it does from the others, and in each case alike the purpose is a public and governmental one. The duty which a city performs in providing a city hall for the use of the public officers of the city is exactly the same in its nature as that performed by a county in providing a courthouse for the use of the county officers. The inconsistency of holding that the County of Ramsey is not liable (as must be under the *Dosdall* case), but that the city is, would be forcibly illustrated by the special facts of this case. Our conclusion is the city is not liable.'

"In the case of *Reynolds vs. Board of Education*, 33 App. Div. Rep. Supreme Court of New York, page 88, the court adopted the ruling of *Folger, J.*, in *Maximilian vs. Mayor*, supra, and *Ward, J.*, in deciding said case said, in part:

" ' . . . The cases bearing upon this subject found in the reports relate mainly to municipal corporations and point out the dual relations of those corporations to the public and to private interests, and in so far as they touch upon the public duties of the corporations they are instructed upon the subject they are considering. These cases define two kinds of duty that are imposed upon a municipal corporation; one is that kind which arises from a grant of a special power in the exercise of which the municipality is a legal individual; the other is that kind which arises or is implied from the use of political rights under the general law in the exer-

cise of which it is a sovereign. The former power is private and is used for private purposes; the latter is public and is used for public purposes; the former is not held by the municipality as one of the political divisions of the State; the latter is. Where the power is intrusted to the corporation as one of the political divisions of the State and is conferred not for the immediate benefit of the municipality, but as a means to the exercise of the sovereign power for the benefit of all citizens, *the corporation is not liable for a non-user or for a misuser by the public agents.* Where the duties which are imposed upon the municipality are of the latter class, they are generally to be performed by officers who, though deriving their appointment from the corporation itself through the nomination of its executive agents by a power devolved thereon as a convenient mode of exercising the function of government, are yet the officers and hence the servants, of the public at large, and they are not under the control of the municipality; they are not its agents or servants but are public officers, agents and servants of the public at large, and the corporation is not responsible for their acts or omissions nor for the acts or omissions of their subordinates by them appointed. (Maximilian vs. Mayor, *supra*, 164, 165; Eastman vs. Meredith, 36 N. H. 284; Fisher vs. Boston, 104 Mass. 87; Lloyd vs. Mayor, 5 N. Y. 374; Bailey vs. The Mayor, etc., 3 Hill, 538, et seq.; Hughes vs. The County of Monroe, 147 N. Y. 49; Markey vs. The County of Queens, 154 id. 675; Donovan vs. The Board of Education of the City of New York, 85 id. 117, 122; Springfield Fire & M. Insurance Co. vs. Village of Keesville, 148 id. 46; Woodhull vs. The Mayor, etc., 76 Hun. 390; McKay vs. City of Buffalo, 9 id. 401; *affd.* 74 N. Y. 619; O'Mara vs. The Mayor, Aldermen & Commonalty of the City of New York, 1 Daly, 425; New York & Brooklyn Saw Mill & L. Co. vs. City of Brooklyn, 71 N. Y. 580; McDonald vs. Massa-

chusetts General Hospital, 120 Mass. 432; Hill vs. Boston, 122 id. 344.)'

"Donovan vs. The Board of Education (*supra*) was an action brought against the board by the City of New York to recover damages for injuries sustained by the plaintiff by falling into an excavation in the yard of the premises occupied as a ward school. The plaintiff at the time of the accident was a scholar attending the school. The excavation into which the plaintiff fell communicated with the cellar of the school building and was provided with an ordinary grating, and the evidence tended to show that the opening had been negligently left uncovered at the time of the accident. The premises were in the special care and keeping of the school trustees of the ward where the building was located, who were authorized to appoint janitors for the building and to employ masons in connection with the work. The accident was due to the negligence of the janitor or of the masons. Under the law the Board of Education had appointed the ward trustees, and it was sought to hold the board responsible by reason of that fact and of its general superintendence of the affairs of the city schools. Andross, J., said: 'But this did not make them (the trustees) the servants or agents of the board which appointed them. Their general authority and their power to make repairs was not derived from the defendant, but from the law.'

"In Tollefson vs. City of Ottawa, 228 Ill. 134, the court held that under the City and Village Act a city had power to maintain a hospital either as a charity or in the exercise of its police power, as a means to promote the general health and welfare, and in neither case is it liable under the doctrine of respondeat superior, for the negligent acts of employes connected with the hospital.

"In Craig vs. City of Charleston, 180 Ill., on page 156, the court said:

"... A municipal corporation while simply exercising its police powers, is not liable for the acts of its officers in the vio-

lation of the laws of the State and in excess of the legal powers of the city. Dillon on Mun. Corp. secs. 950, 968; Town of Odell vs. Schroeder, 58 Ill. 353; City of Chicago vs. Turner, 80 Ill. 419; Wilcox vs. City of Chicago, 107 Ill. 334; Blake vs. City of Pontiac, 49 Ill. App. 543.

"The case of Backer vs. West Chicago Park Commissioners reported in the 66th Ill. App. Ct. Rep., page 508, was one in which suit was brought by an employé against the commissioners for injuries sustained while in the discharge of his duties in driving a vicious horse. A demurrer was sustained to the declaration of plaintiff and he appealed to the Appellate Court. Mr. Justice Waterman, now a member of your honorable board, delivered the opinion of the court. On page 512 the court said, in part:

"... In this State the rule has long been, as laid down in Town of Waltham vs. Kemper, 55 Ill. 346, that a distinction exists between the liability of villages, towns and cities created for their own benefit, and towns established by law as civil divisions of a county, the latter not being liable to private action for damages occasioned by the negligence of their servants. As is said in that case, at the common law, while actions are maintained against towns which are but civil divisions of the county, it has been held that ever since the case of Russell et al. vs. Men Dwelling in the County of Devon, 2d Term Reports, 671, that towns or counties, though corporations, but existing as such by virtue of the general political government of the State, are not liable at the common law to actions for neglect of duty, and can only be made liable by statute. Such was the rule announced in the case of Hedges vs. The County of Madison, 1 Gilman, 567, and such has been the uniform holding in this State, with the exception of the case of Town of South Ottawa vs. Foster, 20 Ill. 296, which case was overruled in Town of Waltham vs. Kemper, supra."

"And on page 514, the court said:

"In Elmore vs. Drainage Commissioners the court said: "In Commissioners vs. Kelsey, 120 Ill. 482, and in other cases, it has been held that drainage districts are to be classed as municipal corporations. It is manifest, however, that they are not municipal corporations proper, nor do we regard them as analogous to such corporations. In the case of an incorporated city a perfect obligation is imposed by the law and powers and means full, ample and adequate for the discharge of such duty are given. A drainage district, however, is organized merely for the special and limited purpose. Its powers are restricted to such as the legislature has deemed essential for the accomplishment of such purpose, and it is only authorized to raise funds for the specific object for which it is formed, and can do that in no other mode than by special assessment upon the property benefited, which can in no case exceed the benefits to the lands assessed. No funds or means are furnished such district with which to pay damages occasioned to individuals by the tortious or unauthorized acts of the drainage commissioners, and there is no express statutory requirement that it shall be liable for such torts. The duty then which was incumbent upon appellee to protect the lands of appellant through which its ditches passed from inundation was a duty of imperfect obligation and one for the breach of which no action for damages lies against the district. The act under which appellee is organized is a general law and applicable alike to all parts of the State, and under its provisions drainage districts may everywhere be formed. Appellee is to be regarded as a mere public involuntary *quasi* corporation, and the well-established and uniform doctrine is that there is no corporate liability to respond in damages to an individual injured by the negligent or wrongful act of its officers, agents or servants."

"In the case of the West Park Commissioners, as in the case of the Drainage Commissioners, considered in 135 Ill., no funds or means are furnished the West Park Commissioners with which to pay damages occasioned to individuals by the negligent acts of such commissioners, and there is no express statutory requirement that the municipality shall be liable for such torts. True, the commissioners have authority to raise certain sums of money by taxation, but such money is a trust fund required to be expended in the government, maintenance and improvement of the parks, boulevards and pleasure-ways, which parks, etc., exist not for the benefit of the inhabitants of the municipality alone, but for the recreation, health and benefit of the public, and are 'free to all persons forever.'

"The Chicago Public Library was organized under an act of March 7, 1872, of the General Assembly of the State of Illinois. The title in fee simple to the ground upon which said public library building was erected is in the municipal corporation of the City of Chicago. The City Council is by statute authorized to levy taxes for library purposes to be levied and collected in like manner with the general taxes of the city, and the general taxes must, by law, be levied by

an ordinance which specified in detail the purposes and the amount of the appropriation required. The Chicago Public Library is not a separate municipal corporation, but is a department of the municipality, the City of Chicago. The general doctrine laid down in the case of *Maximilian vs. Mayor* appears to have become the well-settled rule of law wherever the question has been raised, and I am therefore of the opinion that no liability would attach either to the Chicago Public Library or to the City of Chicago for any injury or death caused as above stated.

"Very truly yours,

"ROBERT R. JAMPOLIS,

"*Assistant Corporation Counsel.*

"Approved:

"EDWARD J. BRUNDAGE,

"*Corporation Counsel.*"

REPORTS OF OFFICERS.

The Assistant Librarian presented the report of the Librarian for the month of February, 1912, which was received and ordered published.

On motion of Director Frank, the Board adjourned.

H. G. WILSON,

Secretary.

REPORT OF LIBRARIAN FOR FEBRUARY, 1912.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of February, 1912, was 247,920; for the corresponding month of the previous year, 205,441. The circulation was from the following sources:

Central Library.....	55,821
Branches.....	109,775
Stations.....	82,324
	247,920

The following is a summary of the books obtained at the Central Library:

Main Collection.....	29,293
Open Shelf.....	20,600
Hughes Room.....	1,619
Information Desk (Teachers' and special cards).....	3,767
Miscellaneous.....	308
Books for the Blind.....	234
	55,821

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCH	DIRECT	STATIONS	TOTAL
Austin.....	5,025	543	5,568
Bessemer Park.....	969	364	1,333
Blackstone.....	6,208	334	6,542
Burr School.....	5,075	365	5,440
Cornell.....	3,487	205	3,692
Davis Square.....	622	190	812
Fuller Park(opened Feb. 5) 2,118		14	2,132
Hamilton Park.....	2,000	612	2,612
Hamlin Park.....	3,640	196	3,836
Hebrew Institute.....	6,517	2,129	8,646
Kelly.....	12,724	450	13,174
Lawndale.....	4,450	303	4,753
Lewis Institute.....	9,665	809	10,474
Lincoln Center.....	5,410	626	6,306
Logan Square.....	4,397	460	4,857
Mark White.....	2,737	191	2,928
Ogden Park.....	688	785	1,473
Seward Park.....	884	591	1,475
Sherman Park.....	4,220	440	4,660
Walker.....	1,223	96	1,319
West Park 1.....	4,048	354	4,402
West Park 2.....	3,875	915	4,790
West Park 3.....	2,057	91	2,148
West 26th Street.....	7,666	469	8,135
Other Agencies.....	10,070	4,839	14,909
	109,775	16,371	126,146

Of the 82,324 books supplied through the Stations Department, 11,532 were sent to 24 branches and 70,792 to 92 stations. The books supplied for the same month of the preceding year numbered 85,696 volumes.

The circulation department was open on 23 week days. The daily average week day circulation was 10,779.

REFERENCE ROOM.

	1912.	1911.
Number of books issued from stacks	37,893	32,498
Number of recorded visitors	14,736	13,703

No record was kept of the number of books consulted at or borrowed from the open shelves.

ROOM FOR ART BOOKS.

Books consulted, 8,477. Visitors, 2,786.

PATENTS AND PUBLIC DOCUMENTS.

Volumes consulted, 13,356. Visitors, 3,014.

BOUND NEWSPAPERS.

Bound newspapers consulted, 789. Visitors, 529.

READING ROOMS.

Periodicals issued at the counter at Central Library, 12,706. No record was kept of the use of periodicals and newspapers on open stands and racks. Mean attendance per hour, 302. Average maximum attendance per hour, 401.

At the Armour Square branch reading room, no record was kept of the table use of books and magazines. The number of books circulated for home use, through the Stations Department, was 1,038.

REGISTRATION.

The number of cards issued on new registrations and re-registrations, 5,838; issued in February of the previous year, 5,913.

Number of non-fiction cards issued, 2,413; juvenile cards, 1,947; research cards, 5; teachers' cards, 85. The number of three-year cards outstanding is 140,401.

BINDERY DEPARTMENT.

Number of books at binderies February 1, 1912	5,984
Number of books sent to binderies in February, 1912	4,053

Total number of books at binderies in February, 1912.....	10,037
Number of books received from binderies in February, 1912.....	3,437
Number of books at binderies February 29, 1912.....	6,600
Number of books repaired in library in February, 1912....	4,935

GROWTH OF THE LIBRARY.

The total number of volumes in the Library, February 29, 1912, was 475,706. Received since June 1, 1911, 35,957; since February 1, 1912, 5,634. Books worn out and discarded since June 1, 7,664; since February 1, 1,265. Books lost and paid for since June 1, 765; since February 1, 89. Books found and money refunded since June 1, 105; since February 1, 13.

HENRY E. LEGLER,

CHICAGO, March 11, 1912.

Librarian.

BOARD OF DIRECTORS
OF THE
CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

*CHICAGO, MONDAY, MARCH 25, 1912.*OFFICIAL RECORD.

There were present the President, Director Roulston, in the chair, and Directors Stern, Taylor, Lagorio, Frank, Wait and Henius.

Absent—Directors Freeman and Ksychki.

MINUTES APPROVED.

On motion of Director Frank the minutes of the regular meeting held March 11, 1912, were approved as recorded and printed without being read.

COMMUNICATIONS.

Communications were received as follows:

From the Chicago Telephone Company, requesting permission to install two public telephones in the corridors on the main floor of the Public Library building.

Referred to the Committee on Buildings and Grounds.

From Lucy Marian Johnston, requesting the use of the room on the fifth floor of the Library building for meetings of

the Teachers Committee of the Drama League of America; meetings to be held as follows:

- 1st. During the week of March 31st.
- 2d. During the week of May 5th.
- 3d. During the week of May 26th.

Director Frank moved that the request be granted.

Carried.

From Gertrude B. Blackwelder, chairman of the committee from the women's clubs assisting the Shakespeare Festival, requesting the use of the room on the fifth floor in the Library building for meetings of the committee with teachers of the public schools; the meetings to be held at the convenience of the Library.

Director Wait moved that the request be granted.

Carried.

From N. H. Carpenter, President of the Council for Library and Museum Extension, enclosing a financial statement of the

work of the council to March 12, 1912; and requesting the co-operation of the Board in the publication of a second edition of "Educational Opportunities in Chicago" and asking for a contribution toward the expense for the same.

Referred to the Committee on Library.

From John J. O'Brien, resigning as keeper of delivery station No. 11 North, 3701 N. Halsted street.

Director Frank moved that the resignation be accepted.

Carried.

From Edward F. Chinlund, requesting the Board to appoint him keeper of delivery station No. 11 North, 3701 N. Halsted street, he having purchased the business of John J. O'Brien at that number.

Director Frank moved that the request be granted.

Carried.

COMMITTEE ON LIBRARY.

Director Stern, Chairman, presented the following report of the Committee and moved that the recommendations contained therein be concurred in.

Carried.

Yeas—Directors Stern, Taylor, Lagorio, Frank, Wait, Henius and the President—7.

Nays—None.

CHICAGO, March 25, 1912.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Bids for furnishing magazine binders, varying in size from 8½x11 to 12x18, were reported to the Board by your Committee on Library at a meeting held February 19th. Having ascertained that the bids were based on a cheaper

grade of binding than the hard usage given this class of material would seem to warrant, your Committee have cancelled the order for the binders and invited new proposals on specifications calling for a more durable quality of board and leather. We recommend that the contract be awarded to the Barrett Bindery Company for 441 binders at \$1.10 each.

Your Committee herewith submit a schedule of books submitted by the Librarian, duly approved by your Committee, and recommended for purchase:

Current American books—46 vols.—

\$52.00.

Miscellaneous books—74 vols.—\$33.00.

Total: 120 vols.—\$85.00.

Your Committee recommend that the sum of \$500 for catalogue cards be deposited, in accordance with the usual procedure, with the Library of Congress for payment of a balance due January 31st, amounting to \$313.04, the remainder to be credited to the account of the Library for cards currently required.

Respectfully submitted,

JULIUS STERN,

MORTIMER FRANK,

MAX HENIUS,

Committee on Library.

COMMITTEE ON ADMINISTRATION.

Director Wait, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—The following resignations have been received by your Committee on Administration and their acceptance is recommended with authorization to the Librarian to fill the places by requisition on the Civil Service Commission:

Dorothy Blake Atkinson, assistant in West Park No. 3 branch library, to date from March 25.

Marion F. Weil, branch librarian, at Hamlin Park, to date from April 10.

Applications for leave of absence have been received from the following employes and their allowance is recommended:

Mary W. Morris, extension of six months, without pay.

Anna C. Reque, from June 14 to August 9, inclusive, without pay.

Faith E. Smith, from June 17 to August 7, without pay.

Edith G. Coyne, extension of three months from March 26, without pay.

Your Committee further recommend that the Librarian be authorized to fill by temporary appointment such vacancies as may result through the resumption of work by the training class and the curtailment of their services from full day to half day periods.

Respectfully submitted,

HORATIO L. WAIT,

A. LAGORIO,

MAX HENIUS,

Committee on Administration.

CHICAGO, March 25, 1912.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Lagorio, Chairman, presented the following report of the Committee and moved that the recommendations contained therein be concurred in.

Carried.

Yeas—Directors Stern, Taylor, Lagorio, Frank, Wait, Henius and the President—7.

Nays—None.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Buildings and Grounds herewith makes report on the question of renewal of leases for premises occupied by branches, which was referred to this Committee with power to act, January 22, 1912.

The following leases were renewed at

the same rental paid during the present year:

Lewis Institute, Branch, rent and heat, \$100 per month.

M. Krska, rent and heat, W. 26th St. Branch, \$65 per month.

C., B. & Q. R. R. Co., rent, Lawndale Branch, \$30 per month.

Wm. A. Giles, rent and heat, Austin Branch (temporary quarters until July 1), \$25 per month.

Your Committee was unable to renew the lease for the Logan Square Branch at a reasonable rent. The owner has been notified that the room will be given up April 30th prox.

Your Committee has leased for a five-year term the store at the corner of Fullerton and Sawyer avenues at a rental of \$65 per month, from May 1, 1912, to May 1, 1914; and at \$75 a month thereafter until May 1, 1917. This location is within four blocks of the old Logan Square Branch, and serves substantially the same neighborhood, and is more centrally located in reference to four large schools.

In this connection your Committee would recommend that an agreement supplemental to this lease be made with the owner, providing, that if after the expiration of the second year of the lease the quarters prove inadequate for branch library purposes the owner will erect on the same lots a suitable building for branch library purposes, with a floor space of not less than 60 x 50 ft.; the rate of rental to be mutually agreed upon at the time the proposition is taken up.

In the matter of a lease for the Austin Branch, your Committee reports that it has taken a five-year lease of a room on the second floor of the new building, which is now being erected by Wm. A. Giles, at No. 5642 W. Lake street, at a rental of \$100 per month; this being the site of the old branch which was destroyed by fire January 11, 1912.

This room is being built specially

adapted for library purposes, and will have a floor space of approximately 60 x 80 ft., with separate entrance; cork carpet on floors, fixtures, etc., as decided upon by the Librarian.

All of which is respectfully submitted,

A. LAGORIO,
MORTIMER FRANK,
HORATIO L. WAIT,

Committee on Buildings and Grounds.
CHICAGO, March 25, 1912.

He, also, presented a proposal from W. V. Geary for sprinkling and cleaning the streets in front of the Blackstone Branch Library from April 1 to November 30, 1912, for the sum of \$50.00.

Also, from J. F. McGuire, for sprinkling the streets around the Library building from May 1 to October 31, 1912, at the rate of \$20.00 per month.

Director Lagorio moved that the proposals be accepted, and the Secretary be authorized to contract for the same.

Carried.

Yeas—Directors Stern, Taylor, Lagorio, Frank, Wait, Henius and the President—7.

Nays—None.

REPORTS OF OFFICERS.

The Librarian presented the following communication announcing the death of Miss Amanda Diehl, and on motion of

Director Wait the communication was ordered spread upon the records of the Board, and a copy sent to Miss Diehl's family.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—After prolonged illness and suffering, Miss Amanda Diehl, for twenty-five years an employé of the Chicago Public Library, died on March 13. It seems fitting that a record of Miss Diehl's long service, always faithfully performed, should be entered upon the minutes of the Board. Although partly incapacitated for active service, Miss Diehl, up to the time when she found it physically impossible to make the journey from her home to the Library, reported for such duty as she was capable of rendering, even at the cost of suffering. It was an exhibition of splendid devotion to duty.

It must prove a source of satisfaction to the members of the Board that their kindly consideration for Miss Diehl in giving her leave of absence on a generous basis helped much to brighten the last days of her life.

Respectfully,

HENRY E. LEGLER,
Librarian.

CHICAGO, Mar. 25, 1912.

On motion of Director Frank, the Board adjourned.

H. G. WILSON,
Secretary.

BOARD OF DIRECTORS
OF THE
CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.
CHICAGO, MONDAY, APRIL 8, 1912.
OFFICIAL RECORD.

There were present when the Board was called to order, the President, Director Roulston, in the chair, and Directors Stern, Lagorio, Frank, Wait and Henius.

Absent—Directors Taylor, Freeman and Ksycki.

MINUTES APPROVED.

On motion of Director Frank the minutes of the regular meeting held March 25, 1912, were approved as recorded and printed without being read.

COMMUNICATIONS.

Communications were received as follows:

From Mary P. Wilde, branch librarian, praying the Board to grant her a leave of absence for six months, beginning April 26, 1912.

Referred to the Committee on Administration.

From John Toman, library assistant in the station department, praying the Board to grant him a leave of absence for one year.

Referred to the Committee on Administration.

From Alderman Chas. E. Reading, enclosing a petition from citizens in the vicinity of 11640 Wentworth avenue, praying the Board to establish a delivery station in the store of C. W. Crawford at that number.

Referred to the Committee on Delivery Stations.

From Alderman Irwin R. Hazen, enclosing a petition signed by citizens in the vicinity of Humboldt and Hamlin avenues, praying the Board to establish a delivery station in the store of A. Hausling, located at 2158 N. Hamlin avenue.

Referred to the Committee on Delivery Stations.

From the elevator operators of the Pub-

lic Library building, praying the Board to grant them an increase in salary.

Referred to the Committee on Administration.

COMMITTEE ON LIBRARY.

Director Stern, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait, Henius and the President—6.

Nays—None.

A. C. McClurg & Co., books.....	\$3,110.82
Em. Terquem, books, Francis 310.75 (est.)	62.15
Elliott-Madison Co., books.....	130.50
Carson, Pirie, Scott & Co., books, etc...	92.30
O. G. Waffle, books.....	63.80
Union Library Association, books.....	33.20
Sarah E. Pierce, books.....	26.50
Chicago Distributing Co., books.....	13.50
Thos. E. Hill, books.....	8.00
Excelsior Printing Co., books.....	4.40
Matthew Bell & Co., binding, British specifications £12/1/6 (est.).....	58.70
Geo. E. Koehler, binding.....	937.68
Joseph Flucke & Son, binding.....	400.01
Northwestern Bindery, binding.....	315.05
John Seybold, binding.....	274.40
Burgmeier Book Bindery, binding.....	132.65
Gaylord Bros., pamphlet binders.....	27.45
Rogers & Hall Co., printing.....	81.47
J. W. Butler Paper Co., paper.....	83.25
Dwight Bros. Paper Co., paper.....	42.18
James White Paper Co., paper.....	8.06
Cameron, Amberg & Co., cutting and blocking charging checks.....	44.00
James Watson & Co., printing.....	36.85
Max Stern's Sons, printing.....	24.50
Schulkins & Co., printing.....	6.75
Librarian of Congress, catalogue cards, etc.....	500.00
Bradner Smith & Co., paper.....	49.62
Swigart Paper Co., paper.....	22.00
Library Bureau, cards.....	18.00
Geo. E. Cole & Co., stationery.....	33.71
Dennison Mfg. Co., gummed letters....	8.40
H. S. Parrish & Co., daters; pencil tips.	5.40

H. G. Wilson, Sec'y, cash expenditures Mar., 1912.....	222.25
Hammond Typewriter Co., ribbons, shuttles, etc.....	30.50
American Multigraph Sales Co., overhauling multigraph, etc.....	21.75
The Northwestern Trust & Savings Bank for Feldmann System Mfg. Co., binders	405.45
	\$7,335.23

He, also, presented the following report of the Committee and moved that the recommendations contained therein be concurred in.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait, Henius and the President—6.

Nays—None.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—Your Committee on Library herewith report a schedule of book lists, submitted by the Librarian, approved by us and recommended for purchase:

Current American books—53 vols.—\$50.00.

Books for Thomas Hughes Room—72 vols.—\$58.00.

Books to be replaced for Thomas Hughes Room—37 vols.—\$25.00.

Books to be replaced for branches—1246 vols.—\$750.00.

Non-fiction for branches—243 vols.—\$235.00.

Fiction for branches—328 vols.—\$275.00.

Juvenile books for branches—955 vols.—\$635.00.

Non-fiction for Kelly branch (Kelly fund)—23 vols.—\$27.00.

Fiction for Kelly branch (Kelly fund)—100 vols.—\$82.00.

Juvenile books for Kelly branch (Kelly fund)—73 vols.—\$50.00.

Total: (Regular fund)—2934 vols.—\$2028.00.

(Kelly fund)—196 vols.—\$159.00.

Total Regular fund and Kelly fund—
3130 vols.—\$2187.00.

We recommend that a list of miscellaneous bills, herewith submitted, amounting to \$54.15 be ordered paid from the incidental fund.

We submit the following recommendations and ask for their approval:

That the new juvenile book list, which is about ready to go to press, be placed on sale for the use of patrons of the Library at five cents per copy; and that the Librarian be authorized to apportion such quantities of the edition for free distribution through the schools as in his judgment can be profitably used.

That authority be and the same is hereby given for the purchase of a typewriter for the Civics Room.

That the damage assessed against Hortense Thiebault for the sum of \$1.25 be and the same is hereby remitted, the book having been destroyed in a fire.

Respectfully submitted,

JULIUS STERN,
MORTIMER FRANK,
MAX HENIUS,

Committee on Library.

CHICAGO, April 8, 1912.

He, also, presented the following bills for maintenance of the Kelly Branch, and moved that the bills be ordered paid from the Kelly fund income account.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait, Henius and the President—6.

Nays—None.

A. C. McClurg & Co., books.....	\$594.00
Thos. E. Hill, books	2.00
Excelsior Printing Co., books.....	1.50
The Northwestern Bindery, binding books	43.48
Geo. E. Koehler, binding books.....	13.71
Chicago Telephone Co., telephone service.	3.75
City Fuel Co., coal	136.00
Bullard & Gormley Co., hardware.	2.90

\$797.34

COMMITTEE ON ADMINISTRATION.

On motion of Director Lagorio, the Board went into

EXECUTIVE SESSION,

Director Frank acting as Secretary.

Director Wait, Chairman of the Committee, presented the following report and moved that the recommendations contained therein be concurred in.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait, Henius and the President—6.

Nays—None.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—The following resignations have been received and their acceptance is recommended with authorization to the Librarian to fill the places by requisition on the Civil Service Commission:

Jesse W. Johnson, page, March 30.

Henry Clay Russell, janitor in branch library, March 25.

We recommend that leave of absence for six months without pay, dating from April 26, be granted to Mary P. Wilde, branch librarian; and that one year's leave of absence without pay be granted to John Toman, dating from April 26.

That authority be and is hereby granted for appointment of a branch librarian, Grade 2, and an assistant, Grade 1, according to the usual procedure, for service in the new branch library about to be established at the corner of North and Fairfield avenues.

Respectfully submitted,

HORATIO L. WAIT,
A. LAGORIO,
MAX HENIUS,

Committee on Administration.

CHICAGO, April 8, 1912.

Director Taylor entered the room and took his seat.

Director Wait then presented the following report of the Committee and moved that the recommendations contained therein be concurred in.

Carried.

Yeas—Directors Stern, Taylor, Lagorio, Frank, Wait, Henius and the President—7.

Nays—None.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—From a careful examination of the efficiency records applicable to the three hundred employes of the Library, your Committee on Administration are gratified to learn that there has been a marked improvement in the average service rendered the past year as compared with the twelve months preceding. Not only has there been a notable diminution as to tardiness, but there has been an improved standard in the general efficiency recorded.

Conforming to the schedule of salaries as revised in April of last year, and as modified by the accompanying classification of service, your Committee herewith report a list of employes with salaries based on the grading and efficiency records of the year. The salaries go into effect April 26, except as otherwise noted. Automatic raises affecting pages will be reported from time to time during the year.

For the further strengthening of the departmental work, your Committee recommend a number of transfers preliminary to a reorganization of the Evening Service and of the work carried on through the Stations Department.

Your Committee have also given earnest attention to the advisability of effecting a reorganization and possible merger of the Engineers and Janitors Departments, as there seems to be reason to be-

lieve that a considerable saving can be effected. In order that the matter may be gone into thoroughly and carefully, we submit the following recommendation and ask its adoption:

That the President be authorized to appoint a special committee consisting of the Administration and Buildings and Grounds Committees to investigate fully the organization and work of the Engineers and Janitors Departments with a view to such changes of organization and methods as may lead to economy of expenditure without loss of efficiency.

Your Committee in the schedule which follows have given such merited recognition in cases not covered by the automatic salary scale as the funds at the disposal of the Board will permit. We recommend that the amount agreed upon as the annual salary of the First Assistant Librarian be fixed as the maximum for that position.

ADMINISTRATION.

Henry E. Legler, \$7000; Carl B. Roden, \$3500; Nellie L. Kennedy, \$1020.

Harry G. Wilson, \$4000; Emanuel Holy, \$1320; Minnie E. Wills, \$1,320; James McGovern, \$660.

CIRCULATION DEPARTMENT.

Elizabeth Barnes, \$660; May I. Carroll, \$1200; Edith G. Coyne, \$720; Helen I. Fix, \$600 (October 26); Lottie M. Hayden, \$600; (October 26); Irene Ives, \$660 (October 26); George S. King, \$1,320; Margaret C. O'Shaughnessy, \$1020; Jessie Booth Perry, \$1140; Jessie E. Reed, \$540.

Pages—Mike Alexander, \$300; John W. Barta, \$360; Leon J. Belanger, \$300; James J. Concannon, \$360 (June 26); Nathan Dolnitzky, \$360; James E. Edwards, \$600; James C. Husa, \$360; John E. Jeffrey, \$300; Dewey J. Lightfoot, \$300; Charles Macko, \$660; Sam Morell, \$360 (June 26); Sylvester F. Nowacki, \$300; Fred Pollaschek, \$300; Nathan Schenker, \$300; George Schneiderbach, \$300; Joseph Seawright, \$300; Jacob Shapiro, \$360; Isadore Sulway, \$360; Robert C. Teeling, \$300; George M. Thompson, \$300; George B. Voss, \$360.

INSTRUCTIONAL DEPARTMENT.

Faith E. Smith, Chief, \$1500; Gertrude H. Andrews, \$480 (Sept. 26); Roey Cowen, \$420; Muriel Dunne, \$480 (Sept. 26); Helen H. Forman, \$480 (Sept. 26); Bertha Furchgott, \$420; Olive Griffith, \$420; Josephine M. Johnson, \$480 (Sept. 26); Jessie M. Lawson, \$480 (Sept. 26); Ella B. Marshall, \$480 (Sept. 26); Ethel Owen, \$420; Naomi W. Pollard, \$480 (Sept. 26); Mary Pomerene, \$480 (Sept. 26); Florence C. A. Quinn, \$480 (Sept. 26); Erva E. Romaine, \$420.

BRANCHES DEPARTMENT.

John F. Phelan, Chief, \$2100; Adah M. Anderson, \$480 (July 26); Harriet I. Baer, \$780 (January 26); Julia A. Baker, \$840 (October 26); James C. Barbee, \$1320; Helen L. Barker, \$780 (January 26); Dorothy Bastin, \$780 (January 26); Maude Blake, \$900; Edith I. Bredin, \$480 (July 26); Frances C. Cantner, \$660; Kate B. Chase, \$780 (November 26); Minnie S. Clark, \$720; Edward V. Dewalt, \$540; Nellie E. Doran, \$900; Gertie A. Erickson, \$420; Edith Erskine, \$780 (January 26); Pearl E. Feddersen, \$780 (January 26); Pearl I. Field, \$1080 (July 26); Mabel C. Folger, \$480 (Sept. 26); Catherine J. Fox, \$480 (July 26); Julia A. Gerloff, \$540 (October 26); Clara L. German, \$480; Marie Gilgis, \$420; Janet M. Green, \$780 (August 26); Minnie R. Grosser, \$780 (January 26); Louise M. Hannagan, \$780 (August 26); Vivian G. Harsh, \$540; Ella J. Horrobin, \$720; Annabel A. Hulburd, \$780 (December 26); Gertrude L. Husenetter, \$660; Augusta G. Kessell, \$600; Winifred J. Lagorio, \$480 (July 26); Ada M. Lanquist, \$780 (Aug. 26); Emma Levin, \$720; Alberta L. McDermott, \$720; Daisy McHale, \$540 (October 26); Catherine McNulty, \$480 (Sept. 26); Faith Mix, \$780 (January 26); Bird Morrison, \$780 (November 26); Matilda S. Nodak, \$780 (October 26); Janet O'Brien, \$780 (January 26); Genevieve M. O'Leary, \$480; Charlotte L. Olson, \$540; Eliza Pendry, \$720 (June 26); Olive E. Pillsbury, \$780 (September 26); Frances V. Rice, \$480 (September 26); Marie L. Ryan, \$780 (January 26); Myrtle E. Sette, \$900 (September 26); Pyrrha B. Sheffield, \$540; Mae I. Stearns, \$780 (September 26); Renee B. Stern, \$1260; Mary A. Swift, \$540;

Edna P. Swigart, \$420; Anna W. Thayer, \$840; Carrie Vande Roovaart, \$120; Althea H. Warren, \$780 (September 26); Adah F. Whitcomb, \$960; Mary P. Wilde, \$1200; Mary A. Wilson, \$900; Mary W. Wood, \$1320.

Pages—Benjamin G. Abrahamson, \$300; Harold R. Bixby, \$300; Joseph Brodsky, \$300; Cornelius Cohen, \$300; Anthony C. Formosa, \$300; Francis J. Gerty, \$300; Charles H. Jaffe, \$300; William J. Kasper, \$300; William J. Kurzin, \$300; Theodore Roane, \$300; Marco Rosenfeldt, \$300; Alexander H. Spitz, \$300; George Weiss, \$300.

ORDER DEPARTMENT.

Henrieta Lovi, Chief, \$1620; Caroline Bernhardt, \$720; Katharine E. Brady, \$720 (October 26); automatic increase until October 26; Rosalind L. Lillibridge, \$720 (October 26); Bessie Palmer, \$720 (October 26).

Page—Arthur Carlson, \$300.

CATALOGUE DEPARTMENT.

Bessie Goldberg, Chief, \$1500; Adele Bergman, \$720 (October 26); automatic increase until October 26; Lucy E. Brown, \$1020; Emily T. Larson, \$1140; Frank Petrie, \$420; Amelia M. Platt, \$1140; Anna C. Reque, \$1080 (July 26); Irma L. Snyder, \$480 (September 26); Jessie M. Woodford, \$1080 (July 26); J. Cornelia Wyse, \$900 (November 26).

REFERENCE DEPARTMENT.

Carrie L. Elliott, Chief, \$1800; J. Frank James, \$780 (July 26); Margaret Kearney, \$960; Mary W. Morris, \$720; Mary E. Rae, \$960; Charles F. Zak, \$780 (July 26). Pages—Walter B. Flintrup, \$600; Paul B. Teeter, \$420.

Documents and Civics—Charles R. Barnes, \$1320; Agnes Donoghue, \$840; Edward Henwood, \$960; Edith Kammerling, \$720.

Art Room—Frank E. Waska, \$1320.

PUBLICATIONS DEPARTMENT.

Charles A. Larson, Chief, \$1740; Anna J. Ferguson, \$1080; Maude H. T. Freeman, \$660; Anna Riordan, \$1140.

PERIODICALS DEPARTMENT.

Reidar Arentz, Chief, \$1620; James H. Biddle, \$900; Charles L. Green, \$840; Samuel Rogalski, \$900.

REGISTRATION DEPARTMENT.

Lilyan G. Morawski, Chief, \$1550; Florence W. Arnold, \$600; Loretto M. Crowe, \$780; Anna V. Donnelly, \$540; Katharine Donovan, \$1080; Anna A. O'Brien, \$780; Mary Ryan, \$780; Blanche V. Shaw, \$600; Emma L. Shaw, \$540; Agatha A. Wieboldt, \$660.

STATIONS DEPARTMENT.

William A. Purer, Chief, \$2040; Charles Lhotka, \$1620; Otto Goldberger, \$1440; George F. Bell, \$960; Elie Hudon, \$960; Ida B. Johnson, \$960; Christian Sonne, \$1080; John Toman, \$1080.

Pages—Charles J. Beatty, \$660; Lewis V. Berry, \$300; Frank Bunn, \$300; Jacob Cohen, \$540; John J. Dockery, \$360; Raymond Dwyer, \$660; Charles Frank, \$300; Walter S. Heath, \$300; Harold Hellgren, \$660; William Holman, \$360; John D. Johnson, \$360; Frederick N. J. Lantz, \$300; Alexander S. La Zoris, \$360; Ernst H. Lutter, \$360; Herman L. Miller, \$420; Frank A. Milligan, \$360; Albert Moeller, \$300; Louis J. Mozwez, \$300; Edward M. Peterson, \$660; Ignatius Rembarz, \$300; William Renner, \$660; Joseph Rzepinski, \$660; Fred A. A. Schweizer, \$600; John M. J. Scully, \$300; Earl T. Wilson, \$300; James J. Yarber, \$360.

Automobile Operators—John D. Barchard, \$1000; John Gawron, \$1000; Fred C. Lutter, \$1000; William J. Soper, \$1000; John P. Wallenborn, \$1000; George A. Wiborg, \$1000; Albert F. Ifland, automobile caretaker, \$600.

EVENING AND HOLIDAY DEPARTMENT.

Benjamin M. Smith, Assistant Librarian-in-Charge, \$2040; Carl E. Anderson, \$300; Anthony Angarola, \$300; Joseph J. Augustus, \$480; William T. Horrobin, \$300; Samuel Kaplan, \$420; Salvatore Lange, \$420; Nathan Levin, \$540; Howard B. Maguire, \$300; Dominic J. Porto, \$300; Joseph Rosenberg, \$540; William Sheridan, \$480; Charles E. Stuart, \$300; Reuben Weinhouse, \$300.

BINDING DEPARTMENT.

J. Ritchie Patterson, Chief, \$1620; Margaret Crain, \$960; Mary M. Hishen, \$1140; Mamie Neylen, \$600.

Bindery Assistants at \$1 25 per day—Emelia Dahl, Hildagarde Gardner, Hattie O'Neal, Anna Schulenberg, Catherine Thomson, May Weaymouth, Rosebud Weaymouth.

Page—Joseph F. Negoski, \$360 (June 26).
Telephone Operator—Rebecca M. Burke, \$720.

JANITORS DEPARTMENT.

James J. Linehan, Custodian of Buildings, \$1800; John Ampey, janitor, \$720; Josephena Anderson, janitress, \$600; William J. Beck, janitor, \$720; Agnes F. Cronin, janitress, \$600; Josephine Cubecheck, janitress, \$600; Alessandro Farroli, marble cleaner, \$840; Joseph A. Gadwood, janitor, \$840; Mary Higgins, janitress, \$600; James F. Horan, marble cleaner, \$900; James C. King, janitor, \$1020; William McDarmed, janitor, \$720; Ellen McDonald, janitress, \$600; John McKay, window washer, \$780; Charles A. Murphy, janitor, \$720; Peter Murphy, janitor, \$720; Catherine Murray, janitress, \$600; Mrs. Rose Prince, janitress, \$600; Robert H. Proudie, window washer, \$780; John Renkoscicwicz, window washer, \$780; Martin Schnee, wood finisher, \$800; Emil Schoenbacher, janitor, \$900; William P. Shanley, janitor, \$720; Mrs. Emma Spiering, janitress, \$600; William Walker, janitor, \$720; John M. Ward, janitor, \$720; George Woll, janitor, \$720.

Branch Janitors—James Anderson, \$180; Mrs. Nellie Bartling, \$180; Frank M. McClain, \$180; Elmer Johnson, \$96.

Elevator Operators—Oscar Carlson, \$750; Clifton P. Cook, \$750; James J. Daly, \$750; Charles F. Jackson, \$750; Fred J. Varney, \$750; Michael J. Sheridan, \$750.

Watchmen—John Christian, \$1000 (additional compensation being in lieu of all extra service heretofore rendered, or that may be required); Aaron S. Einstein, \$900; Christian Ullrich, \$1100.

Carpenter—John P. Cunningham, sixty-five cents per hour, dating from April 1, and subject to such change as may be determined at any time by action of the Board.

ENGINEERS DEPARTMENT.

Jacob Reitz, Chief Engineer, \$2500; Robert G. Allison, assistant engineer, \$1500; Amby J. Beery, fireman, \$1020; Andrew E. Christophersen, mechanical and electrical engineer, \$1320; John Clarke, coal passer, \$900; Thomas Davis, oiler, \$1020; John Guthrie, fireman, \$1020; Thomas Guthrie, oiler, \$1020; Ernest A. Hart, assistant engineer, \$1740; Peter G. Ledeboer, engineer, \$1500; Charles I. Moulton, first assistant engineer, \$1920; John Murray, coal passer, \$900; Cosmo Pacente, laborer, \$840; John Stretch, fireman, \$1020; Thomas P. Conry, engineer-janitor, \$1100.

Respectfully submitted,

HORATIO L. WAIT,

A. LAGORIO,

MAX HENIUS,

Committee on Administration.

CHICAGO, April 8, 1912.

The Board then resumed open session.

Director Stern moved that the action of the executive session be made the action of the Board.

Carried.

Yeas—Directors Stern, Taylor, Lagorio, Frank, Wait, Henius and the President—7.

Nays—None.

COMMITTEE ON DELIVERY STATIONS.

Director Frank, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Taylor, Lagorio, Frank, Wait, Henius and the President—7.

Nays—None.

Knox Automobile Co. of Ill., automobile parts	\$122.94
Standard Oil Co., gasoline	95.60
Valvoline Oil Co., gas-engine oil	30.30
United States Tire Co., rubber tires	80.10
Hibbard, Spencer, Bartlett & Co., automobile jacks	7.48
Samuel Harris & Co., machinists supplies	7.26

Perkins Machine Co., machine work and castings	98.37
J. C. Ristenbatt, making patterns	12.40
Illinois Malleable Iron Co., iron castings	10.80
	\$465.25

He moved that the Secretary be authorized to order 200 special boxes, for transportation of books in the deposit collection, from the Chicago Mill and Lumber Co. on their bid of \$35.75 per hundred.

Carried.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Lagorio, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Taylor, Lagorio, Frank, Wait, Henius and the President—7.

Nays—None.

Lewis Institute, rent, etc., W. Madison St. Branch	\$ 100.00
M. Krska, rent, etc., W. 26th St. Branch ..	65.00
F. E. Lackowski & Co., Agts., rent, etc., Logan Bd. Branch	50.00
Chicago, Burlington & Quincy R. R. Co., rent, Lawndale Branch	30.00
Wm. A. Giles (F. A. Hill & Co., Agts.), rent, Austin Branch	25.00
Peoples Gas Light & Coke Co., gas	39.68
Peoples Gas Light & Coke Co., arc lamp rental	7.50
Commonwealth Edison Co., electric current	33.22
City Fuel Co., coal for branches	29.00
Wakem & McLaughlin, soap	35.00
Chicago Telephone Co., telephone service	74.90
Sanitary Office Towel Co., laundering towels	33.71
Haegle Ice Co., ice	8.00
A. Hannibal, repairs to chairs, etc.	51.00
Raymond Express Co., delivering mail ..	9.00
City Collector, City of Chicago, elevator inspections	16.00

Baker Bros., coal.....	1,312.49
Krehbille Co., coal analysis	25.00
Dearborn Drug and Chemical Works, oil	55.13
Bartell Bros., kerosene	6.00
McCord Mfg. Co., gaskets.....	15.60
Jenkins Bros., valves.....	12.09
McMaster-Carr Supply Co., engineering supplies.....	8.45
Geo. B. Carpenter & Co., canvas.....	8.69
Crandall Packing Co., packing.....	7.25
General Specialty Co., cutters and shafts	7.00
Davis-Bournonville Co., welding crank shaft	6.00
Citizens Street Cleaning Bureau, Inc., removing cinders	24.20
John Moloney, mason work.....	35.40
Illinois Electric Co., electrical supplies.....	9.32
James S. Kirk & Co., soft soap.....	21.65
Remien & Kuhnert Co., shellac; varnish, etc.....	17.20
Derby Steam Laundry Co., cheese-cloth.....	12.50
Bullard & Gormley Co., hardware.....	8.03
Lampert & Keller, insurance on library property at Astin Branch.....	48.00
Eliel & Loeb, insurance on books at bindery (3115 Osgood St.).....	15.00
H. G. Wilson, cash expenditures March, 1912.....	72.60
	\$2 335.01

He, also, presented the following report of the Committee and moved that the recommendations contained therein be concurred in.

Carried.

Yeas—Directors Stern, Taylor, Lagorio, Frank, Wait, Henius and the President—7.

Nays—None.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Buildings and Grounds begs leave to report on the following matters in its hands and would recommend:

1. That the request of the Chicago Telephone Company to install two public telephone booths in the corridors of the Library building be not granted.

2. That the Secretary be authorized to purchase 600-25 Watt and 200-40 Watt Mazda lamps at a sum not to exceed \$324 00.

3. That permission be granted to the Itasca Mfg. Company to install in the two public toilet rooms individual cloth towel and soap-vending machines for a trial period of thirty days.

4. In accordance with the report of the Committee on Branches, recommending the vicinity of North and California avenues as a desirable place for a branch, your Committee recommends that the room on the second floor at the northeast corner of Fairfield and North avenues be leased for a period of one year at a rental of \$60.00 per month, including steam heat.

5. That the Secretary be authorized to expend a sum not to exceed \$300.00 for the recovering and rehanging of 21 awnings at the Library building.

All of which is respectfully submitted,

A. LAGORIO,
MORTIMER FRANK,
HORATIO L. WAIT,

Committee on Buildings and Grounds.
CHICAGO, Apr. 8, 1912.

Director Lagorio stated that informal bids had been received for placing fire insurance on the Library building, and moved that the bids received be rejected, and that the Secretary be authorized to advertise for bids for fire insurance on the Library building in the amount of \$450,000.00.

Carried.

REPORTS OF OFFICERS.

The Librarian presented his report for the month of March, 1912, which was received and ordered published.

On motion of Director Henius, the Board adjourned.

H. G. WILSON,

Secretary.

REPORT OF LIBRARIAN FOR MARCH, 1912.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of March, 1912, was 269,470; for the corresponding month of the previous year, 238,849. The circulation was from the following sources:

Central Library.....	59,512
Branches.....	120,248
Stations.....	89,710
	269,470

The following is a summary of the books obtained at the Central Library:

Main Collection.....	31,384
Open Shelf.....	21,708
Hughes Room.....	1,777
Information Desk (Teachers' and special cards).....	4,152
Miscellaneous.....	251
Books for the Blind.....	240
	59,512

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCH	DIRECT	STATIONS	TOTAL
Austin.....	6,482	566	7,048
Bessemer Park.....	1,020	401	1,421
Blackstone.....	7,106	400	7,506
Burr School.....	5,081	359	5,440
Cornell Square.....	3,250	222	3,472
Davis Square.....	904	201	1,105
Fuller Park.....	3,178	39	3,217
Hamilton Park.....	1,989	647	2,636
Hamlin Park.....	3,745	282	4,027
Hebrew Institute.....	6,734	2,079	8,813
Kelly.....	13,968	588	14,556
Lawndale.....	4,854	370	5,224
Lewis Institute.....	10,106	969	11,075
Lincoln Center.....	5,751	606	6,357

Logan Square.....	4,351	489	4,840
Mark White.....	3,437	232	3,669
Ogden Park.....	1,507	1,054	2,561
Seward Park.....	925	667	1,592
Sherman Park.....	4,168	634	4,802
Walker.....	1,284	112	1,396
West Park 1.....	3,781	454	4,235
West Park 2.....	3,765	1,078	4,843
West Park 3.....	2,139	84	2,223
West 26th Street.....	8,658	480	9,138
Other Agencies.....	12,065	5,127	17,192
	120,248	18,140	138,388

Of the 89,710 books supplied through the Stations Department, 13,013 were sent to 24 branches and 76,697 to 92 stations. The books supplied for the same month of the preceding year numbered 91,083 volumes.

The circulation department was open on 26 week days. The daily average week day circulation was 10,364.

REFERENCE ROOM.

Number of books issued from stacks... 47,396
 Number of recorded visitors... 18,198

No record was kept of the number of books consulted at or borrowed from the open shelves.

ROOM FOR ART BOOKS.

Books consulted, 8,804. Visitors, 2,833.

PATENTS AND PUBLIC DOCUMENTS.

Volumes consulted, 14,012. Visitors, 3,250.

BOUND NEWSPAPERS.

Bound newspapers consulted, 875. Visitors, 65.

READING ROOMS.

Periodicals issued at the counter at Central Library, 12,457. No record was kept of the use of periodicals and newspapers on open stands and racks. Mean attendance per hour, 283. Average maximum attendance per hour, 369.

At the Armour Square branch reading room, no record was kept of the table use of books and magazines. The number of books circulated for home use, through the Stations Department, was 1,179.

REGISTRATION.

The number of cards issued on new registrations and re-registrations, 5,907; issued in March of the previous year, 5,282.

Number of non-fiction cards issued, 2,607; juvenile cards, 2,065; research cards, 4; teachers' cards, 87. The number of three-year cards outstanding is 141,341.

BINDERY DEPARTMENT.

Number of books at binderies March 1, 1912.....	6,600
Number of books sent to binderies in March, 1912.....	5,894
Total number of books at binderies in March, 1912.....	12,494
Number of books received from binderies in March, 1912.....	5,393
Number of books at binderies March 31, 1912.....	7,101
Number of books repaired in library in March, 1912.....	4,550

GROWTH OF THE LIBRARY.

The total number of volumes in the Library, March 31, 1912, was 480,185. Received since June 1, 1911, 41,490; since March 1, 1912, 5,533. Books worn out and discarded since June 1, 8,642; since March 1, 978. Books lost and paid for since June 1, 853; since March 1, 88. Books found and money refunded since June 1, 117; since March 1, 12.

HENRY E. LEGLER,
Librarian.

CHICAGO, April 8, 1912.

April 8.]

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[1912

BOARD OF DIRECTORS
OF THE
CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.
CHICAGO, MONDAY, APRIL 22, 1912.
OFFICIAL RECORD.

There were present when the Board was called to order, the President, Director Roulston, in the chair, and Directors Stern, Lagorio, Frank, Wait and Henius.

Absent—Directors Taylor, Freeman and Ksycki.

MINUTES APPROVED.

On motion of Director Frank, the minutes of the regular meeting held April 8, 1912, were approved as recorded and printed, without being read.

COMMUNICATIONS.

Communications were received as follows:

From George M. Herrick, President of the Englewood Juvenile Protective League, requesting permission to hold meetings of the league on the first Sunday of each month at 3 30 p. m. in the assembly hall in the Hiram Kelly Branch.

Referred to the Committee on Buildings and Grounds.

From Julia H. Ryan, enclosing a petition signed by citizens in the vicinity of 51st street and Princeton avenue, praying the Board to establish a delivery station in the neighborhood of the Parkman school.

Referred to the Committee on Delivery Stations.

From Walter Brody, tendering his resignation as keeper of delivery station No. 21 North, located at 1550 Bryan avenue.

Director Frank moved that the resignation be accepted.

Carried.

From Dyniewicz Publishing Co., 1163 Milwaukee avenue, requesting to be relieved of the delivery station in their office.

Referred to the Committee on Delivery Stations.

COMMITTEE ON LIBRARY.

Director Stern, Chairman, presented the following report of the Committee

and moved that the recommendations contained therein be concurred in.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait, Henius and the President—6.

Nays—None.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Library herewith report a schedule of book lists, submitted by the Librarian, approved by us, and recommended for purchase:

Current American books—268 vols.—\$346.00.

Non-fiction books for open shelves—150 vols.—\$170.00.

Extra copies of fiction, chiefly for open shelves—265 vols.—\$225.00.

Extra copies of fiction for stacks and open shelves—231 vols.—\$215.00.

Books for deposit collection—115 vols.—\$115.00.

Books for school deposit collection—131 vols.—\$90.00.

Books from R. B. Peattie—34 vols.—\$30.00.

Books for traveling libraries (fiction-first order)—408 vols.—\$400.00.

Books for traveling libraries (non-fiction-first order)—86 vols.—\$84.00.

Non-fiction for branches—223 vols.—\$160.00.

Fiction for branches—395 vols.—\$330.00.

Juvenile books for branches—692 vols.—\$450.00.

Fiction for Humboldt Branch—385 vols.—\$385.00.

Juvenile books for Humboldt Branch—703 vols.—\$535.00.

Non-fiction for Kelly Branch (Kelly fund)—19 vols.—\$14.00.

Fiction for Kelly Branch—110 vols.—\$95.00 (Kelly fund).

Juvenile books for Kelly Branch (Kelly fund) 110 vols.—\$60.00.

Total: (Regular fund) 4086 vols.—\$3535.00.

(Kelly fund)—239 vols.—\$169.00.

Total (Regular fund and Kelly fund): 4325 vols.—\$3704.00.

Periodicals for Humboldt Branch—8 months—\$55.00.

Miscellaneous periodicals for main library (chiefly Civics Room)—1 year—\$27.00.

Membership in Naval History Society (\$5.00 annually).

Art books to be purchased from Ryder fund—10 vols.—\$72.00.

We recommend further that a sum not exceeding \$40.00 be and is hereby appropriated for the purchase of magazine covers for the new branch at North and Fairfield avenues, and a sum not exceeding \$75.00 for the purchase of magazine covers for the new Civics Room.

Your Committee have received from the Librarian a report of regulations to govern the administration of the traveling libraries, intended for the suburban sections of the city, and have formally approved the same, together with the blanks, cards, and report forms required. The general regulations of the Chicago Public Library will be in effect with minor modifications for adaptation to the local use of the books.

Respectfully submitted,

JULIUS STERN,
MORTIMER FRANK,
MAX HENIUS,

Committee on Library.

CHICAGO, April 22, 1912.

COMMITTEE ON ADMINISTRATION.

Director Wait, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait, Henius and the President—6.

Nays—None.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—The following resignation has been received and its acceptance is recommended, with authority to the Librarian to fill the vacancy in the usual manner:

Edna P. Swigart, library assistant, to take effect April 25.

Your Committee have authorized the following temporary appointments, necessitated by transfers and other changes in the branches:

William Renner, Librarian, West Twenty-sixth Street Branch, at an annual salary of \$900, to take effect April 26.

Nora Beust, Librarian, Humboldt Branch, at an annual salary of \$600, to take effect April 26.

Thomas P. Conry, Engineer-janitor, at Kelly Branch, at an annual salary of \$1500, to take effect April 26.

John Renkosciewicz, Engineer-janitor, at Blackstone Branch, at an annual salary of \$1100, to take effect April 26.

Your Committee also recommend that leave of absence be granted Lilyan G. Morawski, Chief of Registry Division, dated from March 14 and terminating May 25, with allowance of half salary for the period. Miss Morawski's absence is due to serious illness.

Your Committee recommend further:

That leave of absence without loss of salary for seven days, from March 26 to April 1, inclusive, be allowed John Murray, coal passer, such absence having been caused by serious illness.

That in place of members of the Library staff who are relieved from service on Saturday afternoons after 1 o'clock from May 1 to October 1, authority be given to detail the evening force or other employes of the Library, for such periods as may be necessary, with extra compensation at the rate of twenty cents an hour, except at the desk, where the compensation shall be at the rate of \$1.25 an afternoon.

That leave of absence for one week without deduction of salary be given to members of the staff whose places can be supplied without additional expense to the Library for attendance at the annual conference of the American Library Association, such absence to be by arrangement with and subject to the approval of the Librarian.

That the sum of \$300.00 be appropriated for the expenses of the Librarian and such other members of the staff as he may designate to officially represent the Library at the American Library Association conference to be held at Ottawa, Canada.

That to provide the necessary relief service for employes in the branches during the customary vacation period allowed by the Board, authority be hereby given for the employment of such extra service as may be necessary at the rate of \$1.25 per night for the usual evening hours and at the rate of twenty cents per hour for afternoon service, such compensation to be in full, including all expense involved for carfare or otherwise.

Respectfully submitted,

HORATIO L. WAIT,
A. LAGORIO,
MAX HENIUS,

Committee on Administration.

CHICAGO, April 22, 1912.

COMMITTEE ON DELIVERY STATIONS.

In the absence of a majority of the Committee, Director Frank, Chairman, presented the following recommendations of the Committee and moved that they be concurred in.

Carried.

CHICAGO, April 22, 1912.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Delivery Stations begs leave to report on the following matters in its hands and recommends:

1. That Charles B. Leffert, 5459 Evanston avenue, be appointed keeper of delivery station No. 9 North in place of Mrs. A. Kohtz, resigned.

2. That Mr. Chris. Senny, 222 N. Forty-eighth avenue, be appointed keeper of delivery station No. 53 West in place of Mr. R. A. Brown, resigned.

3. That station No. 49 West, located at Edison Park, under the care of T. Schneider, be temporarily closed.

4. That the resignation of The W. Dyniewicz Publishing Company as keepers of delivery station No. 48 West, located at No. 1163 Milwaukee avenue, be accepted.

5. That the petition of citizens in the vicinity of No. 11640 Wentworth avenue for a delivery station be granted, and that a station be opened in the store of C. W. Crawford, 11640 Wentworth avenue, for a period of sixty days without pay.

6. That the petition of citizens in the vicinity of 2158 N. Hamlin avenue for a delivery station be granted, and that a station be opened in the store of A. A. Hauslein, 2158 N. Hamlin avenue, for a period of sixty days without pay.

Respectfully submitted,

MORTIMER FRANK,

Committee on Delivery Stations.

Director Taylor entered the room and took his seat.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Lagorio, Chairman, presented the following report of the Committee and moved that the recommendations contained therein be concurred in.

Carried.

Yeas—Directors Stern, Taylor, Lagorio, Frank, Wait, Henius and the President—7.

Nays—None.

CHICAGO, April 22, 1912.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Buildings and Grounds begs leave to report on the following matters in its hands:

1. In accordance with instructions of the Board, proposals for fire insurance on the library building were advertised for and publicly opened at noon April 22d inst.; the specifications called for \$450,000 for a five-year term with the co-insurance clause eliminated. The following bids were received:

Bidder	Amount of Insurance	Rate	Total Bid
Klee Rogers & Co.....	\$450,000	\$.63	\$2,835.00
Klee Rogers & Co.....	700,000	.40	2,800.00
J. M. Eisenberg.....	450,000	.37	1,665.00
A. Torpe, Jr., & Co....	450,000	.45	2,025.00
Nate E. Hammer	350,000	.323	1,131.00
Charles L. Cole.....	450,000	.40	1,800.00
Rollo, Webster & Co..	250,000	.30	750.00
Rollo, Webster & Co..	200,000	.40	800.00

Your Committee recommends that the award be made to the lowest bidders as follows:

	Amount	Rate	Premium
Rollo, Webster & Co..	\$230,000	\$.30	\$750.00
Nate E. Hammer.....	200,000	.323	646.00

2. That an order be given to the Library Bureau for furniture for the Humboldt Branch as follows:

24 ft. 7-ft. shelving,
24 ft. 4-ft. 6 in. shelving,
15 ft. 4-ft. 6 in. double shelving,
1 charging desk,
1 charging desk chair,
1 5-ft. 26 in. round table,
8 small chairs,
All for the sum of \$497.00.

3. That the request of the Englewood Branch of the Juvenile Protective League for the use of the assembly hall at the Kelly Branch for meetings on the first Sunday of each month be not granted. Your Committee does not deem it advisable to grant this request at present, owing

to the fact that the branches are closed on Sunday during the summer months.

All of which is respectfully submitted,

A. LAGORIO,

H. L. WAIT.

MORTIMER FRANK,

Committee on Buildings and Grounds.

NEW BUSINESS.

Director Lagorio stated that a committee, representing The Women's Aid, had appeared before the Committee on Buildings and Grounds in reference to placing attendants in the public toilet rooms of the Public Library building.

Director Wait, Chairman of the Committee on Administration, stated that he had personally investigated the conditions, as brought to the attention of the Board, and was satisfied that proper supervision was maintained through the police officers on duty in the building.

Director Wait was then requested to notify the committee of the Women's Aid the result of his investigations.

The Librarian stated that he had received a communication from Miss Eugenia Allin, organizer of the Illinois Library Extension Commission, stating that it was proposed to hold the annual meeting of the trustees section of the Illinois Library Association in Chicago and requesting permission to use a room in the Library building for these meetings; also asking that the Board appoint a delegate.

Director Frank moved that the trustees section of the Illinois Library Association be given permission to use a room in the Library building for the meetings and that the President be authorized to delegate one of the members of the Board to attend.

Carried.

The President appointed Director Stern as a delegate to represent the Board.

On motion of Director Frank, the Board adjourned.

H. G. WILSON,

Secretary.

BOARD OF DIRECTORS
OF THE
CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, MAY 13, 1912.

OFFICIAL RECORD.

No quorum appearing, the Board adjourned to meet Monday, May 20, 1912,
at five o'clock p. m.

H. G. WILSON, *Secretary.*

ADJOURNED REGULAR MEETING.

CHICAGO, MONDAY, MAY 20, 1912.

OFFICIAL RECORD.

There were present, the President, Director Roulston, in the chair, and Directors Stern, Lagorio, Frank, Wait and Henius.

Absent—Directors Taylor, Freeman and Ksycki.

MINUTES APPROVED.

On motion of Director Frank, the minutes of the regular meeting held April 22, 1912, were approved as recorded and printed without being read.

COMMUNICATIONS.

Communications were received as follows:

From Mrs. Ella Flagg Young, Superintendent of Schools, requesting the use of rooms in the Library building for assemblies and exhibits during the session of the National Education Association July 6-12, 1912.

Referred to the Committee on Buildings and Grounds.

From Marjorie A. Best, President of the Drama League of America, thanking the Board for courtesies extended to the League during the recent Shakespearean Festival.

Received and placed on file.

The following communications were referred to the Committee on Delivery Stations:

From J. Golden, 3307 Ogden avenue, requesting the Board to open a delivery station at his store.

From John F. Eyth, enclosing a petition signed by citizens in the vicinity of 1452 S. Forty-first court, praying the Board to establish a delivery station at his store.

From Joseph Ehrlach, 3102 W. North avenue, praying the Board to establish a delivery station at his store.

From Mrs. A. Kohtz, 5708 Ridge avenue, resigning her position as keeper of delivery station No. 9 North.

From Mrs. F. Brill, 313 E. Fifty-eighth street, resigning her position as keeper of station No. 30 South.

From John Nelson, 2659 N. Monticello avenue, resigning as keeper of delivery station No. 37 West.

From Nellie Wolfman, praying the Board to appoint her keeper of station No. 30 South.

From Henry D. Jansen, praying the Board to appoint him keeper of station No. 37 West.

COMMITTEE ON LIBRARY.

Director Stern, Chairman, presented the following report of the Committee and moved that the recommendations contained therein be concurred in.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait, Henius and the President—6.

Nays—None.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—Your Committee on Library herewith present a schedule of book lists submitted by the Librarian, approved by us and recommended for purchase:

Current American books—246 vols.—\$327.00.

Current English books—65 vols.—\$95.00.

Miscellaneous books from R. B. Peattie—27 vols.—\$26.00.

Miscellaneous books and periodicals—317 vols.—\$142.50.

German books—174 vols.—\$194.00.

Fiction and juvenile books for branches—587 vols.—\$309.70.

Books for Branch 15—14 vols.—\$8.00.

Miscellaneous books for Civics Room—318 vols.—\$355.00.

Johnson R. and others (ed.). Great events by famous historians—20 vols.—\$40.00.

Curry, J. S. Chicago, its history and its builders—5 vols.—\$17.50.

Special collection of books for Sherman Park (Special fund)—10 vols.—\$29.08.

Total: (General fund)—1773 vols.—\$1514.70.

(Special fund)—10 vols.—\$29.08.

Total: General fund and Special fund—1783 vols.—\$1543.78.

We recommend that a list of miscellaneous bills herewith submitted amounting to \$40.00 be ordered paid from the incidental fund.

We submit the following recommendations and ask for approval of the same:

Appropriating the sum of \$50.00 as the Public Library's share towards defraying the cost of publications issued co-operatively by the libraries, museums and other educational institutions of Chicago under the direction of the Library and Museum Council.

Appropriating the sum of \$100 to be expended under the direction of the Librarian for gathering, installing and ad-

ministering an exhibit of library work during the session of the National Education Association to be held in Chicago July 6th to 12th.

Your Committee have authorized the Librarian to make an initial selection of 500 volumes on economics, sociology and education for reference use in the Civics Room. Respectfully submitted,

JULIUS STERN,
MORTIMER FRANK,
MAX HENIUS.

CHICAGO, May 20, 1912.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait, Henius and the President—6.

Nays—None.

A. C. McClurg & Co., books.....	\$1,898.36
B. F. Stevens & Brown, subscriptions and books £289/2/7 (est.).....	1,410.94
Em. Terquem, books, Frances 141.25 (est.)	28.25
Otto Harrassowitz, books, Marks 1,190.50 (est.).....	285.72
The Pilgrim Press, books	414.91
The Thomas J. Caie Co., books.....	48.66
O. G. Waffle, books	38.00
M. Gurewitch, books	31.80
R. B. Peattie, books.....	30.68
Rand McNally & Co., books.....	19.17
The Prince Society, books.....	15.00
Boston Book Co., books.....	12.63
Rennett's Newspaper and Magazine Agency, subscriptions.....	51.00
R. S. Henshaw, subscriptions to newspapers.....	18.60
Illinois Staats-Zeitung, subscriptions to newspapers.....	16.80
Matthew Bell & Co., binding, £51/9/- (est.)	251.04
John Seybold, binding	630.95
Northwestern Bindery, binding.....	479.20
Geo. E. Koehler, binding.....	383.58
Burgmeier Book Bindery, binding.....	323.20
The Northwestern Trust and Savings Bank for Feldmann System Mfg. Co., binders.....	93.10

Joseph Flucke, binding	4.55
Slade, Hipp & Meloy, gummed mnslin ..	7.80
Arabol Mfg. Co., glue	4.00
James Watson & Co., printing 1911 Book Lists, etc.....	149.30
Rogers & Hall Co., printing April Bulletins.....	56.24
Cameron, Amberg & Co., miscellaneous printing	79.75
Max Stern's Sons, printing.....	20.25
Pilcher-Hamilton Co., paper	38.40
Bradner Smith & Co., envelopes and paper	32.08
Dwight Bros. Paper Co., paper.....	23.72
Swigart Paper Co., paper.....	22.47
Bourke-Rice Envelope Co., envelopes for filing.....	40.00
Dennison Mfg. Co., gummed letters, glue, etc	8.65
Geo. E. Cole & Co., stationery.....	23.55
Edwards & Hancock, typewriting paper	19.00
Kirk's Ink Co. paste.....	9.60
Chas. H. Wood & Co., typewriting ribbons.....	7.00
H. S. Parrish & Co., rubber stamps.....	5.55
Chicago Rubber Clothing Co., rubber bands.....	4.50
Tice & Lynch, ocean freight and cartage on books.....	18.40
H. G. Wilson, Sec'y, cash expenditures April, 1912	200.68
Library Bureau, pamphlet boxes and cards.....	123.90
	\$7,331.38

He, also, presented the following schedules of bills to be paid from the various funds and moved that the bills be paid from the funds as specified:

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait, Henius and the President—6.

Nays—None.

Books for the Austin Branch to be paid from the fire insurance fund:

C. V. Ritter, books.....	\$18.00
The Pilgrim Press, books.....	636.27
	\$654.27

Books to be paid from the Ryder Fund income account:

B. F. Stevens & Brown, books, £31/10/10 (est.).....	\$153.70
G. Broes Van Dort Co., books.....	73.30
Earl H. Reed, books.....	10.00
	\$237.00

COMMITTEE ON ADMINISTRATION.

Director Wait, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait, Henius and the President—6.

Nays—None.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—Your Committee on Administration have received the following resignations and herewith recommend their acceptance with authority to the Librarian to fill the positions by requisition on the Civil Service Commission:

Sam Morell, page, dating from April 25.
Renee B. Stern, Supervisor of Special Deposits, dating from May 31.

John M. Ward, janitor, dating from May 2.

Your Committee also submit the following recommendations for approval:

Granting leave of absence on half pay to Jessie M. Woodford from May 16 to June 13, 1912, covering the time required for convalescence from surgical operation.

Granting one week's leave of absence without deduction of salary to Pearl I. Field for special investigation of branch library methods in New York, Brooklyn and Cleveland.

Granting leave of absence without deduction of salary from April 11 to April 23 to Minnie E. Wills, such absence having been due to illness.

Placing on file a communication from William McDermid for extra compensa-

tion for work claimed to have been performed while employed as janitor at the Hiram Kelly Branch.

Granting compensation at the rate of \$65.00 per month to Charles A. Murphy while employed as window washer dating from April 26 ult. and until the position is filled by certification from the Civil Service Commission.

Granting compensation for special relief service (vacation period) as follows: In place of chief of evening staff, 60 cents per hour; in place of head assistant and attendant, document department, 40 cents per hour.

Respectfully submitted,

HORATIO L. WAIT;

A. LAGORIO,

MAX HENIUS,

Committee on Administration.

CHICAGO, May 20, 1912.

COMMITTEE ON BRANCHES.

In the absence of a majority of the Committee, Director Stern presented the following list of bills for expense at the Hiram Kelly Branch, and moved that the bills be paid from the Kelly fund income account.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait, Henius and the President—6.

Nays—None.

A. C. McClurg & Co., books.....	\$211.64
The Thomas J. Caie Co., books.....	5.00
B. F. Stevens & Brown, £5/1/4 (est.).....	24.72
Northwestern Bindery, binding.....	76.94
John Seybold, binding.....	49.38
Geo. E. Koehler, binding.....	26.14
Commonwealth Edison Co., electric current.....	45.80
City Fuel Co., coal.....	43.00
Chicago Telephone Co., telephone service.....	3.75
Bryson Bros., plumbing.....	3.55
Orr & Lockett Hardware Co., hardware.....	75
Central Improvement Association, street sprinkling.....	2.00
	\$492.67

COMMITTEE ON DELIVERY STATIONS.

Director Frank, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait, Henius and the President—6.

Nays—None.

Knox Automobile Co. of Ill., automobile parts	\$182.75
Standard Oil Co., gasoline.....	86.90
Valvoline Oil Co., oil.....	30.15
Joseph Halsted Co., steel front plate; bar, etc.....	15.60
Samuel Harris & Co., machinists supplies	14.23
Tuthill Spring Co., springs.....	12.50
Estate Edward R. Ladew, belting.....	10.12
Motor Car Supply Co., automobile supplies	5.80
D. J. Gallagher Mfg. Co., waste.....	27.12
American Battery Co., repairs to storage battery.....	8.25
Wayman & Murphy, automobile parts....	19.50
C. A. Taylor Trunk Works, delivery trunk keys	7.20
Chicago Mill and Lumber Co., boxes for deposit stations	71.50
	\$441.67

In the absence of a majority of the Committee, Director Frank presented the following matters in the hands of the Committee with recommendations in each case and moved that the recommendations be concurred in.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait, Henius and the President—6.

Nays—None.

1. Request for station at 2616 N. Halsted St. (Elfrieda Wolff)—file.
2. Request for station at 3301 Southport Av. (H. H. Stiles)—opened.
3. Petition for station near Parkman school (51st St. and Princeton Av.)—file.
4. Resignation of John Nelson, 2659

Monticello Av., be accepted, and Henry D. Jansen be appointed keeper of delivery station No. 37 West in his place.

5. Resignation of Mrs. F. Brill be accepted, and Mrs. Nellie Wolfman, 313 E. 58th St., be appointed keeper of delivery station No. 30 South.

6. Approval of transfer of station No. 9 North from 5708 Ridge Av. to 5459 Evanston Av., under the care of Chas. B. Leffert.

7. Request of J. Golden, 3307 Ogden Av., for delivery station be filed.

8. Request of Joseph Ehrlach, 3102 W. North Av., for delivery station be filed.

9. That authority be given for the purchase of 200 feet of automobile chain at a cost of \$1.02 per foot.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Lagorio, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait, Henius and the President—6.

Nays—None.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—Your Committee on Buildings and Grounds begs leave to report on the following matters and would recommend:

1. That the Secretary be authorized to advertise for proposals for coal for the ensuing year, battle-ship linoleum for the reading room in the main library building and miscellaneous furniture for the Austin Branch.

2. That the contract for coal be let on the same basis as the present one, and that the Krehbiel Company be retained as analyzing engineers at an expense not to exceed \$25.00 per month.

3. That a contract be awarded to

Thomas & Smith for removal of the old exhaust-head, and the erection in its place of a head made by the W. A. Day Company, at a total expense of \$154.00; their proposal being the lowest of several received.

4. That an order be placed with the Barbee Wire and Iron Works for an iron fence to be erected around the Hiram Kelly Branch Library at a cost not to exceed \$375.00.

5. That authority be given for the purchase of catalogue cases, shelving and other furniture needed in the Civics Room, Cataloguing and Binding Departments.

6. That a contract be awarded to the National X-Ray Reflector Company for the installation of nine (9) indirect lighting fixtures in the Civics Room for the sum of \$180.00.

7. That the request of Ella Flag Young, Supt. of schools, for rooms in the Library building to be used for exhibitions and assemblies during the sessions of the National Education Association, which convenes July 6th, be granted; and that permission be given to use the room on the fifth floor for meetings of the library section of the association, and that the room adjoining the Hughes room on the fourth floor be set aside for the installation of exhibits.

Respectfully submitted,

A. LAGORIO,
HORATIO L. WAIT,
MORTIMER FRANK,

Committee on Buildings and Grounds.

May 20, 1912.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait, Henius and the President—6.

Nays—None.

Richard C. Mauer, rent, etc., Humboldt Branch.....	\$ 60.00
Lewis Institute, rent, etc., W. Madison St. Branch.....	100.00
M. Krska, rent, etc., W. 26th St. Branch..	65.00
Julius Fuernmann, rent, etc., Fullerton Ave. Branch	65.00
Chicago, Burlington & Quincy R. R. Co., rent, Lawndale Branch.....	30.00
Wm. A. Giles (F. A. Hill & Co., Agts.), rent, etc., Anstin Branch.....	25.00
Peoples Gas Light & Coke Co., gas.....	34.56
Peoples Gas Light & Coke Co., arc lamp rental	7.50
Chicago Telephone Co., telephone service	74.52
City Fuel Co., coal for branches.....	87.50
Commonwealth Edison Co., electric current.....	37.00
Vaughan Seed Store, lawn seed.....	6.45
Sanitary Office Towel Co., laundering towels.....	30.16
Haegle Ice Co., ice.....	9.85
Raymond Express Co., delivering mail..	9.00
City Collector, street car tickets.....	10.60
Baker Bros., coal for main library	1,012.22
Krehbiel Co., coal analysis	25.00
W. H. Salisbury & Co., belt.....	22.25
Chas. E. Moloney, repairs to boiler furnace.....	21.55
McMaster-Carr Supply Co., engineering supplies.....	20.60
Lammert & Mann, engineering supplies.	7.88
Riddiford Bros., brooms	5.88
Crescent Brush Works, dusters	21.50
Wm. Dilley, mop handles; dusters; mop wringer	12.00
James S. Kirk & Co., soft soap.....	19.85
Rollo, Webster & Co., insurance on Library building	750.00
N. E. Hammer, insurance on Library building	646.00
Charles L. Cole, insurance on Library building and two branches.....	150.00
E. Baggot Co., repairs to plumbing	67.94
Perkins Machine Co., machinists labor.	24.10
H. G. Wilson, Sec'y, cash expenditures for April, 1912	45.49
	\$3,504.40

COMMITTEE ON FINANCE.

In the absence of the Chairman, Director Stern recommended, on behalf of the Committee, that the balance of \$3.04

to the credit of the story hour fund, said amount being interest allowed by the bank while the fund was on deposit, be transferred to the Library fund, and moved that said transfer be made.

Carried.

He, also, presented the report of the International Audit Company for the quarter ended February 29, 1912, which was received and ordered published.

The following is the report :

CHICAGO, May 20th, 1912.

*To the President and Board of Directors,
Chicago Public Library,
Chicago.*

Gentlemen: — We have audited the books and accounts of the Chicago Public Library for the three months ending 29th February, 1912, and now submit our report thereon.

We have prepared from the books the following statements, which we certify to be correct and in accordance therewith.

1. Ledger Balances, 29th February, 1912.
2. Quarterly Receipts and Disburse-

ments, from 1st December, 1911, to 29th February, 1912.

3. Cash Receipts and Disbursements for the months of December, 1911, January, 1912, and February, 1912.

We examined all the vouchers and compared them with the entries in the Voucher Record and Cash Book. The receipts from fines, books lost, deposits, etc., were verified by the daily receipt books and the deposit stubs. We checked all postings to the Ledger and proved the footings of the Cash Book, Journal, Voucher Record and Ledger.

The receipts of interest, taxes and miscellaneous were compared with the amounts entered in the Library Account of the City Books and found to agree. In company with two members of the finance committee and the secretary, we inspected the securities representing the various investments, all of which were produced to us.

We take pleasure in stating that the books continue to be well and carefully kept. Yours very truly,

THE INTERNATIONAL AUDIT CO.,
By (Signed) ROBERT NELSON, C. A.,
Manager.

LEDGER BALANCES, 29TH FEBRUARY, 1912.

DEBITS.

Tax Levy, 1911—Balance	\$364,106.66	
Cash in hands of City Treasurer	100.39	
		\$364,207.05
Mortgage Loans	\$ 4,500.00	
Certificate of Deposit	406.59	
Bonds	272,814.46	
Cash	25,439.63	303,160.68
		\$667,367.73

CREDITS.

Public Library Fund.....	364,207.05	
W. H. Ryder Fund.....	10,000.00	
W. H. Ryder Fund, Income.....	2,464.05	
Jerome Beecher Fund.....	2,000.00	
Jerome Beecher Fund, Income.....	2,268.64	
Hiram Kelly Fund.....	200,000.00	
Hiram Kelly Fund, Increment.....	65,000.00	
Hiram Kelly Fund, Income.....	14,433.79	
H. W. Jackson Fund.....	1,000.00	
H. W. Jackson Fund, Income.....	96.91	
Story Hour Fund.....	3.04	
Sherman Park Fund.....	29.08	
Austin Branch Insurance Fund.....	2,500.00	
Kelly Branch Library Fund.....	1,795.53	
Security Deposits.....	1,165.50	
Special Deposit.....	100.00	
Incidental Fund.....	304.14	
		<u>\$667,367.73</u>

PUBLIC LIBRARY FUND--STATEMENT OF RECEIPTS AND DISBURSEMENTS,
THREE MONTHS ENDING 29TH FEBRUARY, 1912.

RECEIPTS.

Cash in hands of City Treasurer, 1st December, 1911.....	\$ 43,815.79
Receipts during Quarter:	
Taxes, 1910 and prior years.....	6,249.93
Taxes, 1911.....	7,483.02
Interest on Cash in hands of City Treasurer.....	162.29
Unclaimed wages.....	224.50
Sundry Receipts.....	627.74
	<u>\$ 58,563.27</u>

DISBURSEMENTS.

Books.....	1,045.77	
Newspapers and Periodicals.....	154.64	
Binding.....	1,702.36	
Books lost and paid for--Refunds.....	52.46	
Finding Lists.....	88.47	
Freight and Express.....	33.71	
Postage.....	325.00	
Delivery Stations--Miscellaneous.....	212.34	
Branch Reading Rooms--Miscellaneous.....	130.39	
Salaries:		
Main Building.....	\$40,352.68	
Branch Reading Rooms.....	9,285.67	
Delivery Stations.....	3,612.73	53,251.08

Miscellaneous	243.02	
Printing and Stationery	105.52	
Fuel	856.06	
Heating and Generating Plant	42.63	
Electric Supplies and Repairs	19.65	
Janitor Expense	7.03	
Insurance	20.00	
Furniture and Fixtures	16.25	
Blackstone Branch Library	156.50	58,462.88

Balance in hands of City Treasurer, 28th February, 1912..	\$	100.39
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PUBLIC LIBRARY FUND.

Taxes, 1911, balance of levy	\$364,106.66
Cash in hands of City Treasurer	100.39
Library Fund at 29th February, 1912.....	\$364,207.05

CASH RECEIPTS AND DISBURSEMENTS, THREE MONTHS ENDING
29TH FEBRUARY, 1912.

RECEIPTS.

	December, 1911.	January, 1912.	February, 1912.
Cash Balance at close of previous month...	\$ 23,374.15	\$ 20,919.71	\$ 24,195.60
Kelly Fund, Income	686.69	3,402.30	2.33
Ryder Fund, Income	50.00	167.04	10.00
Beecher Fund Income	40.00	32.73	
Jackson Fund, Income		1.18	
Austin Branch Insurance Fund			2,500.00
Accrued Interest		2.89	
City Treasurer, for Incidental Fund	272.44	239.58	207.47
Finding Lists	63.40	68.40	63.65
Books lost and paid for	74.56	98.84	83.76
Deposits	321.25	269.65	476.75
Fines	1,218.27	1,515.57	1,134.47
Miscellaneous	46.08	66.70	62.35
	\$26,146.84	\$26,784.59	\$28,736.38

DISBURSEMENTS.

City Treasurer	184.04	233.94	209.76
Deposits Repaid	345.75	201.50	514.90
Books	34.40		
Newspapers and Periodicals	6.40		.15
Binding	7.50		
Books Lost and paid for—Refunds	10.75	26.05	15.66
Freight and Express	18.70	7.81	7.20
Delivery Stations—Miscellaneous	9.38	.36	

Branch Reading Rooms—Miscellaneous, . . .	7.60	2.55	2.30
Miscellaneous Expense	17.70	54.95	40.05
Postage	95.00	100.00	130.00
Furniture		12.50	
Printing and Stationery	10.13	2.25	.50
Heating and Generating Plant	14.34		
Electric Supplies and Repairs	1.65		
Janitor Expense	6.03	1.00	
Pension Fund	1,218.27	1,515.57	1,134.47
Kelly Branch—Maintenance	1,280.99	430.51	1,178.59
Kelly Fund Income—Books, etc.	1,899.90		
Sherman Park Fund	54.85		16.07
Ryder Fund Income	3.75		47.10
	<u>\$ 5,227.13</u>	<u>\$ 2,588.99</u>	<u>\$ 3,296.75</u>
Balance, Cash on hand at close of month	20,919.71	24,195.60	25,439.63
	<u>\$26,146.84</u>	<u>\$26,784.59</u>	<u>\$28,736.38</u>

SUMMARY OF BALANCES.

	December, 1911.	January, 1912.	February, 1912.
Hiram Kelly Fund	\$200,000.00	\$200,000.00	\$200,000.00
Hiram Kelly Fund, Increment	65,000.00	65,000.00	65,000.00
Hiram Kelly Fund, Income	14,433.79	14,433.79	14,433.79
Hiram Kelly Branch Library Fund		2,971.79	1,795.53
W. H. Ryder Fund	10,000.00	10,000.00	10,000.00
W. H. Ryder Fund, Income	2,334.11	2,501.15	2,464.05
Jerome Beecher Fund	2,000.00	2,000.00	2,000.00
Jerome Beecher Fund, Income	2,235.91	2,268.64	2,268.64
H. W. Jackson Fund	1,000.00	1,000.00	1,000.00
H. W. Jackson Fund, Income	95.73	96.91	96.91
Sherman Park Fund	45.15	45.15	29.68
Story Hour Fund	3.04	3.04	3.04
Incidental Fund	260.42	292.53	304.14
Security Deposits	1,135.50	1,203.65	1,165.50
Special Deposits	100.00	100.00	100.00
Austin Branch Insurance Fund			2,500.00
	<u>\$298,643.65</u>	<u>\$301,916.65</u>	<u>\$303,160.68</u>
Deduct:			
Mortgage Loan	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00
Certificate of Deposit	406.59	406.59	406.59
Bonds	272,814.46	272,814.46	272,814.46
Accrued Interest on Bonds	2.89		
	<u>\$277,723.94</u>	<u>\$277,721.05</u>	<u>\$277,721.05</u>
Balance—Cash on hand	20,919.71	24,195.60	25,439.63
	<u>\$298,643.65</u>	<u>\$301,916.65</u>	<u>\$303,160.68</u>

He, also, presented a bill from the International Audit Company, amounting to \$25.00, for audit of the books and accounts for the quarter ended February 29, 1912, and moved that the bill be ordered paid.

Carried.

SPECIAL COMMITTEES.

Director Wait, Chairman of the Special Committee, presented the following report and moved its adoption.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Wait, Henius and the President—6.

Nays—None.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—Your special committee, appointed to investigate the organization and work of the engineers and janitors departments, begs leave to report that it has made a beginning of the work assigned to it, and feels that the services of an expert engineer should be placed at the disposal of the committee, and recommends that the committee be authorized to engage such service at a cost not to

exceed one hundred and fifty dollars.

Respectfully submitted,

HORATIO L. WAIT,

A. LAGORIO,

MAX HENIUS,

MORTIMER FRANK,

*Special Committee on Administration
and Buildings and Grounds.*

CHICAGO, May 20, 1912.

REPORTS OF OFFICERS.

The Librarian presented his report for the month of April, 1912, which was received and ordered published.

He, also, reported informally, that the West Park Board had notified him that the field house in Holstein Park, corner Oakley avenue and Ems street, was about completed, and that the room for library purposes was hardly large enough for a branch, and suggested that it might be used as a children's branch exclusively.

NEW BUSINESS.

Director Stern moved that the Board accept the room as provided by the West Park Board in Holstein Park; and that said room be occupied and maintained as a children's branch library.

Carried.

On motion of Director Frank, the Board adjourned.

H. G. WILSON,

Secretary.

REPORT OF LIBRARIAN FOR APRIL, 1912.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of April, 1912, was 230,021; for the corresponding month of the previous year, 209,151. The circulation was from the following sources:

Central Library.....	49,792
Branches.....	98,096
Stations.....	82,133
	230,021

The following is a summary of the books obtained at the Central Library:

Main Collection.....	26,601
Open Shelf.....	18,061
Hughes Room.....	1,137
Information Desk (Teachers' and special cards).....	3,558
Miscellaneous.....	208
Books for the Blind.....	227
	49,792

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCH	DIRECT	STATIONS	TOTAL
Austin.....	5,711	491	6,202
Bessemer Park.....	916	305	1,221
Blackstone.....	6,508	365	6,873
Burr School.....	3,492	329	3,821
Cornell Square.....	2,270	194	2,464
Davis Square.....	828	172	1,000
Fuller Park.....	2,962	54	3,016
Hamilton Park.....	1,686	549	2,235
Hamlin Park.....	2,878	244	3,122
Hebrew Institute.....	5,904	1,751	7,655
Kelly.....	11,615	469	12,084
Lawndale.....	3,783	312	4,095
Lewis Institute.....	8,478	778	9,256
Lincoln Center.....	4,845	692	5,537
Logan Square.....	3,600	414	4,014
Mark White.....	2,800	190	2,990
Ogden Park.....	1,348	926	2,274
Seward Park.....	787	514	1,301
Sherman Park.....	3,105	465	3,570
Walker.....	1,162	89	1,251
West Park.....	3,071	364	3,435

West Park 2.....	3,536	802	4,338
West Park 3.....	1,527	73	1,600
West 26th Street.....	5,458	449	5,907
Other Agencies.....	9,826	4,672	14,498
	98,096	15,663	113,759

Of the 82,133 books supplied through the Stations Department, 10,991 were sent to 24 branches and 71,142 to 92 stations. The books supplied for the same month of the preceding year numbered 91,083 volumes.

The circulation department was open on 26 week days. The daily average week day circulation was 8,847.

REFERENCE ROOM.

Number of books issued from stacks.....	35,489
Number of recorded visitors.....	13,220

No record was kept of the number of books consulted at or borrowed from the open shelves.

ROOM FOR ART BOOKS.

Books consulted, 7,925. Visitors, 2,580.

PATENTS AND PUBLIC DOCUMENTS.

Volumes consulted, 14,237. Visitors, 3,217.

BOUND NEWSPAPERS.

Bound newspapers consulted, 721. Visitors, 535.

READING ROOMS.

Periodicals issued at the counter at Central Library, 10,612. No record was kept of the use of periodicals and newspapers on open stands and racks. Mean attendance per hour, 240. Average maximum attendance per hour, 293.

At the Armour Square branch reading room, no record was kept of the table use of books and magazines. The number of books circulated for home use, through the Stations Department, was 1,138.

REGISTRATION.

The number of cards issued on new registrations and re-registrations, 3,467; issued in April of the previous year, 4,047.

Number of non-fiction cards issued, 1,654; juvenile cards, 946; research cards, 3; teachers' cards, 61. The number of three-year cards outstanding is 141,968.

BINDERY DEPARTMENT.

Number of books at binderies April 1, 1912.....	7,101
Number of books sent to binderies in April, 1912.....	4,190
Total number of books at binderies in April, 1912.....	11,291
Number of books received from binderies in April, 1912.....	4,707
Number of books at binderies April 30, 1912.....	6,584
Number of books repaired in library in April, 1912.....	4,311

GROWTH OF THE LIBRARY.

The total number of volumes in the Library, April 30, 1912, was 481,876. Received since June 1, 1911, 44,239; since April 1, 1912, 2,749. Books worn out and discarded since June 1, 9,634; since April 1, 992. Books lost and paid for since June 1, 934; since April 1, 81. Books found and money refunded since June 1, 132; since April 1, 15.

HENRY E. LEGLER,

Librarian.

CHICAGO, May 13, 1912.

BOARD OF DIRECTORS
OF THE
CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

*CHICAGO, MONDAY, JUNE 10, 1912.*OFFICIAL RECORD.

There were present, the President, Director Roulston, in the chair, and Directors Stern, Lagorio, Frank, Freeman, Wait, and Henius.

Absent—Directors Taylor and Ksycki.

MINUTES APPROVED.

On motion of Director Frank, the minutes of the regular meeting of May 13, and of the adjourned regular meeting held May 20, 1912, were approved as recorded and printed, without being read.

COMMUNICATIONS.

From Lawrence Olson, 2654 Cortez street, in reference to the removal of the delivery station located at 1105 N. California avenue.

Referred to the Committee on Delivery Stations.

From Fannie Cohen, praying the Board to establish a delivery station at 1095 W. Thirteenth street.

Referred to the Committee on Delivery Stations.

COMMITTEE ON LIBRARY.

Director Stern, Chairman, presented the following report of the Committee, and moved that the recommendations contained therein be concurred in.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Freeman, Wait, Henius and the President—7.

Nays—None.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen: In response to an official advertisement for proposals, your Committee on Library has received bids for the following purposes, and it is recommended that contracts be awarded to the lowest bidders as specified:

Current American books—A. C. McClurg & Co., for one year, beginning July 1, 1912, at discounts from publishers' list prices ranging from 35 to 40 per cent. as per proposal. On net books

more than a year old, the discount is 25 per cent.; on current net and subscription books, 10 per cent.

Current English books—Recommended that the existing contract with B. F. Stevens & Brown be extended for one year.

Binding—Reference books, Burgmeier Book Bindery. Resewing books in old covers, Geo. E. Koehler. Medium grade rebinding, John E. Seybold, Geo. E. Koehler and Jos. Flucke & Son, as per proportionate share guaranteed in bids. The bids show a decrease in the prices on an average of one cent a book for medium grade style, of which approximately 48,000 volumes will be required; three to four cents per volume for reference books and periodicals; 25 cents per volume for files of newspapers; no change for resewing books in old covers.

Printing finding lists—Juvenile list, 10,000 copies, approximately 250 pages, Rogers & Hall Company, \$858 (7 bids received ranging from \$858 to \$2800).

Scandinavian list, 1500 copies, Rogers & Hall Company, \$28.75 (6 bids received ranging from \$28.75 to \$75).

German list, 1500 copies, Rogers & Hall Company, \$57.60 (6 bids received ranging from \$57.60 to \$180).

Your Committee herewith presents a schedule of book lists submitted by the Librarian duly approved by us and recommended for purchase:

Current American books—431 vols.—\$447.00.

Current English books—19 vols.—\$46.00.

Miscellaneous books—262 vols.—\$520.00.

Bargain lot of fiction—33 vols.—\$16.50.

Fiction for branches—200 vols.—\$167.00.

Juvenile books for branches—563 vols.—\$328.00.

Non-fiction for branches—130 vols.—\$122.00.

Fiction for Kelly branch (Kelly fund)—22 vols.—\$18.00.

Juvenile books for Kelly branch (Kelly fund)—129 vols.—\$87.00.

Non-fiction for Kelly branch (Kelly fund)—28 vols.—\$26.80.

Books to be purchased from Ryder fund—4 vols.—\$76.00.

Total: (Regular fund)—1638 vols.—\$1646.50.

(Kelly fund)—179 vols.—\$131.80.

(Ryder fund)—4 vols.—\$76.00.

Total: 1821 vols.—\$1854.30.

Your Committee also reports the following recommendations, and asks their adoption:

That a list of miscellaneous bills herewith submitted, amounting to \$53.67, be ordered paid from the incidental fund.

That authority be given for the purchase of two additional typewriters for use in the branches.

That the Librarian be given authority to adjust on such basis as may seem best according to circumstances, book losses incurred in the circulation of class room collections.

That the following amounts chargeable to loss of books by fire be remitted: Laura H. Nissen, 5146 West Chicago avenue, \$1.50; Agnes I. Nissen, \$1.00. Also the following for reasons presented to your Committee: Susan Ivik, 556 Twentieth street, \$1.50.

That the Secretary be authorized to purchase the paper required for the finding lists of juvenile, Scandinavian and German books, 160 reams "Star English Finish" book at \$4.50 per cwt.

Also recommend an appropriation of \$175.00 for purchase of manuals to be used in connection with preparation for the "World in Chicago," an exposition of missionary work to be held next fall.

Respectfully submitted,

JULIUS STERN,

MORTIMER FRANK,

MAX HENIUS,

Committee on Library.

CHICAGO, June 10, 1912.

He, also, presented the following recommendation and moved its adoption.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Freeman, Wait, Henius and the President—7.

Nays—None.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Library recommends that the Librarian be authorized to employ a special cataloguer of Russian books for a period of not exceeding six days, compensation to be at the rate of not exceeding ten cents per title for each book catalogued.

Respectfully submitted,

JULIUS STERN,
MORTIMER FRANK,
MAX HENIUS.

Committee on Library.

CHICAGO, June 10, 1912.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Freeman, Wait, Henius and the President—7.

Nays—None.

A. C. McClurg & Co., books.....	\$3,878.47
O. G. Waffle, books	83.72
Edward T. Kelly Co., books.....	40.00
R. B. Peattie, books.....	25.72
Adair Book Store, books.....	17.50
Mrs. J. G. Case, books.....	16.50
Moody Manual Co., books.....	15.00
G. E. Stechert & Co., books and subscriptions	15.28
Bennett's Newspaper and Magazine	
Agency, subscriptions.....	8.65
Geo. E. Koehler, binding.....	€39.48
John Seybold, binding	545.77
Joseph Flucke, binding	316.01
Burgmeier Book Bindery, binding.....	289.55
Northwestern Bindery, binding.....	263.61

Barrett Bindery Co., binders.....	460.90
Slade, Hipp & Meloy, gummed muslin...	17.73
Dwight Bros. Paper Co., paper.....	20.29
Pilcher-Hamilton Co., printed envelopes	88.66
Swigart Paper Co., printed envelopes...	24.00
Bradner Smith & Co., paper.....	17.95
Dennison Mfg. Co., gummed labels.....	11.00
W. D. Messinger & Co., twine.....	8.94
Rogers & Hall Co., printing	75.08
Max Stern's Sons, printing.....	69.00
Cameron, Amberg & Co., printing.....	61.55
James Watson & Co., printing.....	39.82
Geo. E. Cole & Co., stationery.....	56.27
Rockwell-Barnes Co., coupon book for carbon paper	10.00
American Multigraph Sales Co., type coupon books.....	8.70
B. F. Chase Sign Co., lettering transom and doors in gold.....	13.50
Royal Typewriter Co., typewriting machine	58.50
H. G. Wilson, Sec'y, cash expenditures May, 1912.....	162.99
Library Bureau, book pockets, cards, etc.	139.24

\$7,499.38

He, also, presented the following bills to be paid from the funds as specified and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Freeman, Wait, Henius and the President—7.

Nays—None.

A. Kroch & Co., books from the Ryder fund	\$ 22.80
A. C. McClurg & Co., books from Austin Insurance fund.....	180.72

COMMITTEE ON ADMINISTRATION.

Director Wait, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Administration has received the following resignation:

Head assistant, Stations Department, Otto Goldberger, to take effect July 15, 1912.

Mr. Goldberger has been in the employ of the Library twenty-four years, and has at all times performed his duties faithfully.

Leaves of absence without pay are recommended as follows: S. Rogalski, from September 21 to October 4, inclusive; Mrs. Ellen McDonald, three months, beginning May 26; Muriel Dunne, five weeks, beginning July 26; F. J. Gerty, one month, beginning June 3; Mary Pomerne, from June 17 to August 31.

In accordance with the schedule of salaries now in effect, your Committee recommends that automatic increases for pages begin from the date mentioned; Benjamin G. Abrahamson, Mike Alexander, Lewis V. Berry, John E. Jeffrey, Nathan Schenker, George Schneidenbach, John M. J. Scully, George M. Thompson, Herman L. Miller, July 26, 1912.

Respectfully submitted,

HORATIO L. WAIT,

A. LAGORIO,

MAX HENIUS,

Committee on Administration.

CHICAGO, June 10, 1912.

He, also, presented the following list of vacancies, appointments, changes of salaries, etc., from March 10 to June 8, 1912, and moved that it be received and published.

Carried.

James Anderson, janitor, separated April 25.

N. A. Anderson, carpenter, transferred from Bureau of Engineering to Public Library May 4, \$5.20 per day.

Dorothy Atkinson, library assistant, separated March 25.

Genevieve Baragwanath, junior library assistant, appointed temp. May 27, \$420 per year.

Nathan Berkovitz, page, appointed temp. May 6, \$300 per year.

Nora Beust, library assistant, appointed temp. May 1, \$600 per year.

Lottie Bewers, bindery assistant, appointed temp. May 6, \$1.25 per day.

Lorene Campbell, junior library assistant, appointed temp. May 26, \$420 per year (half day service).

Aaron Cohn, page, appointed temp. April 16, \$300 per year.

Thomas P. Conry, engineer-janitor, appointed temp. April 26, \$1500 per year.

Josephine Cubecheck, janitress, appointed March 18, \$600 per year.

John P. Cunningham, carpenter, salary changed from \$4.80 per day to \$5.20 per day April 1; separated to accept another position in the city service April 13.

Margaret Dahl, bindery assistant, appointed temp. May 6, \$1.25 per day.

Amanda Diehl, library assistant, died March 5.

Russell Donohue, page, appointed temp.

April 30, \$300 per year; separated May 1.

Frank Doyle, page, appointed temp. April 6, \$300 per year; separated April 8.

Gertie A. Erickson, library assistant, appointed temp. March 26, \$420 per year; separated May 22.

Pearl I. Field, principal cataloguer, separated to accept another position in the service June 2; appointed supervisor of special deposits June 3, \$1260 per year.

Charles Frank, page, separated March 25; appointed Civil Service March 26, \$300 per year.

Bertha Furchgott, library assistant, appointed temp. March 26, \$420 per year (half day service).

Marie Gilgis, library assistant, appointed temp. March 26, \$420 per year.

Isadore Goldstein, page, appointed temp. April 26, \$300 per year; separated May 1.

John Green, page, appointed temp. April 29, \$300 per year.

Olive Griffith, library assistant, separated March 25; appointed temp. March 26, \$420 per year (half day service).

Isadore Himmelfarb, page, appointed temp. May 13, \$300 per year.

Albert F. Ifland, automobile caretaker, separated May 14.

James O. Jacobsen, janitor, appointed May 31, \$720 per year.

Jesse W. Johnson, page, resigned March 30.

Robert W. Jones, janitor, appointed temp. May 1, \$15 per month.

Edith Kammerling, appointed senior cataloguer April 26, \$720 per year (Promotional).

Nellie L. Kennedy, appointed principal library assistant April 26, \$1020 per year (Promotional).

John J. Kolar, automobile caretaker, appointed temp. May 21, \$600 per year.

Frank M. McClain, janitor, appointed temp. March 26, \$15 per month.

Charles McDonough, elevator operator, transferred to another City Department February 25.

Mary McHale, janitress, appointed temp. May 27, \$600 per year.

Margaret Meade, janitress, separated to accept another position in the city service March 10.

Albert Moeller, page, separated June 5.

Sam Morell, page, resigned April 25.

Charles A. Murphy, janitor, salary temp. increased from \$720 to \$780 per year April 26.

Anna Olsen, bindery assistant, appointed temp. May 4, \$1.25 per day.

Margaret C. O'Shaughnessy, appointed principal library assistant April 26, \$1020 per year (Promotional).

Ethel Owen, library assistant, appointed temp. March 26, \$420 per year (half day service).

Wladislaw S. Pawlowski, page, separated March 27.

Mrs. Rose Prince, janitress, separated April 25.

John Renkoscicwicz, engineer-janitor, appointed temp. April 26, \$1100 per year.

William Renner, branch librarian, appointed temp. April 26, \$900 per year.

Erva E. Romaine, library assistant, appointed temp. March 26, \$420 per year (half day service).

Peter T. Rooney, page, appointed temp. March 13, \$300 per year; separated March 25.

Emerene Rose, library assistant, appointed temp. April 26, \$420 per year.

Henry Clay Russell, janitor, resigned March 25.

Isadore Schanhouse, page, appointed temp. May 2, \$300 per year; separated May 3.

Mrs. Anna Schulenburg, bindery assistant, separated May 4.

Michael J. Sheridan, elevator operator, appointed March 11, \$750 per year.

Renee B. Stern, supervisor of special deposits, resigned May 31.

Edna P. Swigart, library assistant, separated April 25.

William F. Taterka, elevator operator, transferred to another City Department February 25.

Robert Teeling, page, appointed temp. March 19, \$300 per year.

John A. Ward, janitor, resigned May 2.

Marion F. Weil, branch librarian, resigned April 6.

COMMITTEE ON BRANCHES.

Director Stern, in the absence of the Chairman, presented the following schedule of bills for expense at the Hiram Kelly Branch Library and moved that the bills be paid from the Kelly fund income account.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Freeman, Wait, Henius and the President—7.

Nays—None.

A. C. McClurg & Co., books.....	\$785.92
O. G. Waffle, books.....	9.03
Mary E. Ahern, books.....	2.65
Geo. E. Koehler, binding.....	11.31
Joseph Flincke & Son, binding.....	7.70
Commonwealth Edison Co., electric current.....	17.95
Chicago Telephone Co.....	3.75
	\$833.31

COMMITTEE ON DELIVERY STATIONS.

Director Frank, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Freeman, Wait, Henius and the President—7.

Nays—None.

Knox Automobile Co. of Ill., automobile parts	\$128.56
Standard Oil Co., gasoline	106.15
Valvoline Oil Co., gas engine oil	28.95
Firestone Tire and Rubber Co., rubber tires	68.70
United States Tire Co., rubber tires	27.04
D. J. Gallagher Mfg. Co., waste	10.73
Wayman & Murphy, painting and repairing	66.15
Hayes Wheel Co., wheels	19.20
	<u>\$453.48</u>

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Lagorio, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Freeman, Wait, Henius and the President—7.

Nays—None.

Lewis Institute, rent, etc., W. Madison St. Branch	100.00
M. Kraska, rent, etc., W. 23th St. Branch ..	65.00
Julius Fuermann, rent, etc., Fullerton Ave. Branch	65.00
Richard C. Mauer, rent, etc., Humboldt Branch	\$ 60.00
Wm. A. Giles (F. A. Hill & Co., Agts.), rent, etc., Austin Branch	25.00
Commonwealth Edison Co., electric current at branches	41.89
Public Service Co. of Northern Ill., electric current (Morgan Park Branch)....	31.85
Peoples Gas Light & Coke Co., gas consumed at branches	31.04
Chicago Telephone Co., telephone service ..	73.45

McMaster-Carr Supply Co., lawn hose ..	6.20
Sanitary Office Towel Co., laundering towels	32.45
James S. Kirk & Co., soft soap and soap ..	24.50
Haegele Ice Co., ice	13.42
Citizens Street Cleaning Bureau, removing ashes	36.80
J. F. McGuire, sprinkling streets around main library	20.00
Bullard & Gormley Co., hardware	23.30
Lusky, White & Coolidge, table covering	12.35
Raymond Express Co., delivering mail ..	9.00
City Collector, City of Chicago, street car books	7.95
City Collector, City of Chicago, elevator inspections	4.00
Chicago Evening Post Co., advertising ..	6.41
Baker Bros., coal for main library	580.30
Krehbiel Co., coal analysis	25.00
W. H. Salisbury & Co., belting, etc.	31.46
Perkins Machine Co., making governor bolts	4.22
Illinois Electric Co., electrical supplies ..	29.01
William Dilley, brooms	29.50
Remien & Kuhnert Co., janitor supplies ..	7.01
Marshall Field & Co., rug, screen, wire basket	10.35
Edward Hines Lumber Co., lumber	63.89
H. Rosenbaum Roofing Co., tuck-pointing	24.85
H. G. Wilson, Sec'y, cash expenditures for May, 1912	65.29
	<u>\$1,564.99</u>

He, also, presented the following lists of bids received in accordance with provisions of an advertisement for branch furniture and equipment for the Austin Branch, and for laying linoleum in the reading room of the main library:

MISCELLANEOUS FURNITURE.

Name of Bidder.	Group A, Tables.	Group B, Chairs.	Group C, Book Stacks.	Group D, Miscellaneous.
Newton & Hoyt Co.	\$556.50	\$335.00	\$525.00	\$200.00 (charging desk only)
U. S. Desk and Office Fitting Co. ..	629.00		619.00	
Library Bureau	560.00	377.67	276.27	221.00

LINOLEUM.

Name of Bidder.	Am't of Bid.
O. W. Richardson & Co.....	\$1088.82
Mandel Bros.....	1073.70
Carson, Pirie, Scott & Co.....	1077.00
Marshall Field & Co.....	1092.00

Director Lagorio moved that a contract be awarded to Mandel Bros. for furnishing and laying linoleum in the reading room of the main Library building for the sum of \$1,073.70.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Freeman, Wait, Henius and the President—7.

Nays—None.

He, also, moved that a contract be awarded to Newton & Hoit Company for furnishing tables and chairs, as specified in Group A and B in the specifications for furniture, in accordance with their bid for the sum of \$891.50, and that the contract be awarded to Library Bureau for furnishing book stacks and miscellaneous

furniture, as specified in Group C and D in the specifications, in accordance with their bid, for the sum of \$497.27.

Carried.

Yeas—Directors Stern, Lagorio, Frank, Freeman, Wait, Henius and the President—7.

Nays—None.

REPORTS OF OFFICERS.

The Librarian presented his report for the month of May, which was received and ordered published.

NEW BUSINESS.

Director Wait moved that the reading room in the main Library be closed for a period of two weeks during the time the linoleum is being laid on the floor.

Carried.

On motion of Director Frank, the Board adjourned.

H. G. WILSON,
Secretary.

REPORT OF LIBRARIAN FOR MAY, 1912.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of May, 1912, was 227,398; for the corresponding month of the previous year, 190,425. The circulation was from the following sources:

Central Library.....	48,385
Branches.....	99,083
Stations.....	79,930

227,398

The following is a summary of the books obtained at the Central Library:

Main Collection.....	25,543
Open Shelf.....	18,006
Hughes Room.....	1,075
Information Desk (Teachers' and special cards).....	3,404
Miscellaneous.....	144
Books for the Blind.....	213
	48,385

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCH	DIRECT	STATIONS	TOTAL
Austin.....	5,605	453	6,058
Bessemer Park.....	1,002	263	1,265
Blackstone.....	6,262	351	6,613
Burr School.....	3,510	391	3,901
Cornell Square.....	2,019	163	2,182
Davis Square.....	918	168	1,086
Fuller Park.....	2,523	67	2,590
Hamilton Park.....	1,911	448	2,359
Hamlin Park.....	2,854	130	2,984
Hebrew Institute.....	5,956	1,666	7,622
Kelly.....	11,496	313	11,809
Lawndale.....	3,766	257	4,022
Lewis Institute.....	8,665	686	9,351
Lincoln Center.....	5,027	592	5,619
Logan Square.....	4,505	347	4,852
Mark White.....	2,742	159	2,901
Ogden Park.....	1,592	1,244	2,836
Seward Park.....	912	489	1,401
Sherman Park.....	3,366	326	3,692
Walker.....	988	90	1,078
West Park 1.....	2,955	325	3,280
West Park 2.....	3,748	633	4,381
West Park 3.....	1,413	78	1,491
West 26th Street.....	4,652	392	5,044
Other Agencies.....	10,697	4,868	15,565
	99,083	14,899	113,982

Of the 79,930 books supplied through the Stations Department, 10,031 were sent to 25 branches and 69,899 to 91 stations. The books supplied for the same month of the preceding year numbered 85,893 volumes.

The circulation department was open on 26 week days. The daily average week day circulation was 8,746.

REFERENCE ROOM.

Number of books issued from stacks... 34,336
 Number of recorded visitors... 12,272

No record was kept of the number of books consulted at or borrowed from the open shelves.

ROOM FOR ART BOOKS.

Books consulted, 7,655. Visitors, 2,470.

PATENTS AND PUBLIC DOCUMENTS.

Volumes consulted, 12,038. Visitors, 2,677.

CIVICS ROOM.

Opened May 13. Magazines issued, 380; directories consulted, 347; bound newspapers, 557; books, pamphlets, etc., 2,840. Visitors, 1,029.

READING ROOMS.

Periodicals issued at the counter at Central Library, 10,719. No record was kept of the use of periodicals and newspapers on open stands and racks. Mean attendance per hour, 199. Average maximum attendance per hour, 247.

At the Armour Square branch reading room, no record was kept of the table use of books and magazines. The number of books circulated for home use, through the Stations Department, was 1,008.

REGISTRATION.

The number of cards issued on new registrations and re-registrations, 3,544; issued in May of the previous year, 3,023.

Number of non-fiction cards issued, 1,642; juvenile cards, 974; research cards, 21; teachers' cards, 46. The number of three-year cards outstanding is 142,850.

BINDERY DEPARTMENT.

Number of books at binderies May 1, 1912.....	6,584
Number of books sent to binderies in May, 1912.....	4,496
Total number of books at binderies in May, 1912.....	11,080
Number of books received from binderies in May, 1912.....	4,954
Number of books at binderies May 31, 1912.....	6,126
Number of books repaired in library in May, 1912.....	3,033

GROWTH OF THE LIBRARY.

The total number of volumes in the Library, May 31, 1912, was 481,708. Received since June 1, 1911, 50,952; since May 1, 1912, 6,713. Books worn out and discarded since June 1, 10,340; since May 1, 706. Books lost and paid for since June 1, 1,054; since May 1, 120. Books found and money refunded since June 1, 142; since May 1, 10. There were also deducted 3,607 volumes missing in 1910-11; 183 volumes delinquent in 1910-11; 293 duplicate volumes disposed of in 1911-12, and 1,982 volumes lost in fire at Austin Branch.

CHICAGO, June 10, 1912.

HENRY E. LEGLER,
Librarian.

BOARD OF DIRECTORS
OF THE
CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.
CHICAGO, MONDAY, JUNE 24, 1912.
OFFICIAL RECORD.

There were present when the Board was called to order, the President, Director Roulston, in the chair, and Directors Stern, Taylor, Lagorio, Frank, Freeman, Wait and Henius.

Absent—Director Ksycki.

MINUTES APPROVED.

On motion of Director Frank, the minutes of the regular meeting held June 10, 1912, were approved as recorded and printed without being read.

COMMUNICATIONS.

Communications were received as follows:

From Mrs. C. H. Lovewell, Secretary and Treasurer of the Thirty-first Ward branch of the Woman's City Club, thanking the Board for the use of the assembly hall in the Hiram Kelly Branch Library during the past year and requesting the privilege of using the room as a meeting place for the club on the first Wednesday

of each month, beginning October 12, 1912.

Director Frank moved that the request be granted.

Carried.

From Bernard Platt, Company E, 19th Infantry, Fort Sheridan, Ill., praying the Board to grant him the privilege of borrowing books from the Library.

Director Wait moved that the request be granted and that cards be issued to Mr. Platt on the regular forms.

Carried.

From Wm. H. Haynes, resigning as keeper of delivery station No. 20 North, located at 2024 Lawrence avenue.

Referred to the Committee on Delivery Stations.

From Mrs. Josephine J. Guilfoyle, 2024 Lawrence avenue, praying the Board to appoint her keeper of delivery station No. 20 North, she having purchased the store from the former keeper.

Referred to the Committee on Delivery Stations.

COMMITTEE ON LIBRARY.

Director Stern, Chairman, presented the following report of the Committee and moved that the recommendations contained therein be concurred in.

Carried.

Yeas—Directors Stern, Taylor, Lagorio, Frank, Freeman, Wait, Henius and the President—8.

Nays—None.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Library herewith presents a schedule of book lists submitted by the Librarian, duly approved by us and recommended for purchase:

Current American books—191 vols.—\$197.00.

Current English books—17 vols.—\$35.00.

Miscellaneous books to be replaced—323 vols.—\$550.00.

Books for use in study of missions—151 vols.—\$70.00.

Extra copies of non-fiction for open shelves—126 vols.—\$130.00.

Extra copies of fiction for stacks and open shelves—367 vols.—\$315.00.

List of French books—88 vols.—\$70.00.

Miscellaneous books—8 vols.—\$18.25.

Total: 1271 vols.—\$1385.25.

Respectfully submitted,

JULIUS STERN,
MORTIMER FRANK,
MAX HENIUS.

Committee on Library.

CHICAGO, June 24, 1912.

COMMITTEE ON BRANCHES.

Director Taylor, Chairman, stated that he had no formal report to offer. He referred to the work of the Committee on

Branches for the last six years, tracing the origin of the branch movement in Chicago, and thanked the Board for its cordial support in this department of library work, assuring it of his earnest co-operation and assistance in the future, whether as an official or private citizen.

COMMITTEE ON DELIVERY STATIONS.

Director Frank, Chairman, presented the following report of the Committee and moved that the recommendations contained therein be concurred in.

Carried.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Delivery Stations begs to report on the following matters in its hands and would recommend:

1. That the petition of John E. Eyth for a delivery station at his store, 1452 S. Forty-first court, be filed, as it is impossible to make deliveries there at the present time.

2. That the request of Fannie Cohen for a delivery station at 1095 W. Thirteenth street, be granted on the usual two months' trial without pay.

3. That the communication from Lawrence Olson relative to the removal of delivery station, located at 1105 N. California avenue, be filed, as there is no contemplated change at present in the location of this station.

4. That the resignation of Wm. H. Haynes as keeper of station No. 20 North be accepted.

5. That Mrs. Josephine J. Guilfoyle be appointed keeper of delivery station No. 20 North, she having purchased Mr. Haynes' store.

Respectfully submitted,

MORTIMER FRANK,
HENRY V. FREEMAN,

Committee on Delivery Stations.

CHICAGO, June 24, 1912.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Lagorio, Chairman, presented the following report of the Committee and moved that the recommendations contained therein be concurred in.

Carried.

Yeas—Directors Stern, Taylor, Lagorio, Frank, Freeman, Wait, Henius and the President—8.

Nays—None.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your Committee on Buildings and Grounds begs leave to report on the following matters in its hands:

1. In accordance with instructions of the Board proposals for furnishing and delivering coal to the main library building for the year beginning July 1, 1912, were advertised for and opened June 21st inst. The following table was made up from the bids by the Krehbiel Company, analyzing engineers for the Board:

for the sum of \$175.00; this bid was the lowest of several received.

Respectfully submitted,

A. LAGORIO,
HORATIO L. WAIT,
MORTIMER FRANK,

Committee on Buildings and Grounds.

CHICAGO, June 24, 1912.

COMMITTEE ON FINANCE.

Director Freeman, Chairman, presented a bill from the International Audit Company, amounting to \$25.00, for auditing the books and accounts of the Public Library for the quarter ended May 31, 1912, and moved that the bill be ordered paid.

Carried.

He, also, presented the report of the International Audit Company upon its audit of the books and accounts of the Library for the quarter ended May 31, 1912, and moved that the report be received and published.

Carried.

POCAHONTAS MINE RUN COAL.

Bidders.	Moist.	Ash.	B.T.U. (Dry)	Price per Ton Delivered	County and State Mined in	Net B.T.U. for 1 ct.
Fred A. Busse Coal Co 1.	2.		15000	3.80	Davy, W. Va.	77953
Baker Bros. Coal Co....3.31	7.2		14685	3.84	Fayette or McDowell, W. Va.	73271
City Fuel Co.....2.	4.		15050	4.12½	McDowell, W. Va.	71165
David Rutter & Co.....2.	6.		13000	4.12½	McDowell, W. Va.	70758
R. B. Arnold Coal Co...2.5	5.5		14850	4.10	Fayette, W. Va.	70166

Your Committee would respectfully recommend that the contract for supplying coal for the ensuing year be awarded to Fred A. Busse Company, in accordance with their bid of \$3.80 per ton, guaranteeing 77953 net B. T. U. for one cent.

2. That an order be given to Thomas & Smith for installing one house pump complete in the basement of the Public Library building, in accordance with their proposal of June 19, 1912.

June 24th, 1912.

*To the President and Board of Directors,
Chicago Public Library,
Chicago.*

Gentlemen:—We have audited the books and accounts of the Chicago Public Library for the three months ending 31st May, 1912, thereby completing the audit for the fiscal year to that date.

We present the following statements,

all of which we certify to be correct and in accordance with the books.

1. Ledger Balances, 31st May, 1912.
2. Quarterly Receipts and Disbursements for three months, ending 31st May, 1912.
3. Cash Receipts and Disbursements for three months ending 31st May, 1912.

During the course of our audit we examined the vouchers for the disbursements, all of which were produced to us, and checked them with the entries in the Voucher Record or Cash Book. We verified the receipts for Fines, Books Lost, Deposits, etc., by means of the Daily Receipt Books and the stubs of the Deposit Receipt Books.

We checked the postings in detail to the Ledger, and proved the additions of the Ledger, Cash Book, Journal and Voucher Record.

We verified the Secretary's Annual Report, which we have certified to be correct. We were permitted by the City Treasurer's office to examine the Library Account in the books of the City, and we found the receipts of taxes, interest, etc., entered therein, to agree with the amounts entered in the Library Books.

In company with two members of the Finance Committee and the Secretary, we inspected the securities representing the various investments, all of which were produced to us.

We have the pleasure to report that the books and records are carefully and correctly kept.

Yours very truly,

THE INTERNATIONAL AUDIT CO.,

By (Signed) ROBERT NELSON,
Manager.

LEDGER BALANCES, 31ST MAY, 1912.

DEBITS.

Tax Levy, 1911—Balance	\$227,031.26
Cash in hands of City Treasurer	35,114.65
	\$262,145.91
Mortgage Loans	\$ 4,500.00
Certificate of Deposit	406.59
Bonds	272,814.46
Cash	23,238.19
	\$563,105.15

CREDITS.

Public Library Fund	262,145.91
W. H. Ryder Fund	10,000.00
W. H. Ryder Fund, Income	1,882.90
Jerome Beecher Fund	2,000.00
Jerome Beecher Fund, Income	2,268.64
Hiram Kelly Fund	200,000.00
Hiram Kelly Fund, Income	14,433.79
Hiram Kelly Fund, Increment	65,000.00
H. W. Jackson Fund	1,000.00
H. W. Jackson Fund, Income	121.91
Sherman Park Fund	29.08

Austin Branch Insurance Fund	1,845.73	
Kelly Branch Library Fund	937.82	
Security Deposits	1,067.65	
Special Deposit	100.00	
Incidental Fund	271.72	
		<u>\$563,105.15</u>

PUBLIC LIBRARY FUND—STATEMENT OF RECEIPTS AND DISBURSEMENTS,
THREE MONTHS ENDING 31ST MAY, 1912.

RECEIPTS.

Cash in hands of City Treasurer, 1st March, 1912	\$	100.39	
Receipts during Quarter:			
Taxes, 1911	137,075.40		
Interest on Cash in hands of City Treasurer	108.40		
Sundry Receipts	1,476.64		
		<u>138,660.44</u>	
			<u>\$138,760.83</u>

DISBURSEMENTS.

Books	20,317.02		
Newspapers and Periodicals	1,469.56		
Binding	9,869.02		
Books lost and paid for—Refunds	36.70		
Finding Lists	661.97		
Freight and Express	41.59		
Postage	270.00		
Delivery Stations—Miscellaneous	1,864.22		
Branch Reading Rooms—Miscellaneous	2,501.93		
Salaries:			
Main Building	\$40,685.18		
Branch Reading Rooms	9,740.53		
Delivery Stations	3,840.18	54,265.89	
Miscellaneous		1,250.71	
Printing and Stationery		2,587.14	
Fuel		5,005.46	
Heating and Generating Plant		550.83	
Electric Supplies and Repairs		177.55	
Elevator Supplies and Repairs		74.20	
Repairs, Alterations and Improvements		357.62	
Furniture and Fixtures		439.50	
Janitor Expense		295.77	
Insurance		1,609.50	
			<u>103,646.18</u>
Balance in hands of City Treasurer, 31st May, 1912			<u>\$ 35,114.65</u>

PUBLIC LIBRARY FUND.

Taxes, 1911, balance of levy	\$227,031.26
Cash in hands of City Treasurer	35,114.65
	<u>\$262,145.91</u>
Library Fund at 31st May, 1912	

CASH RECEIPTS AND DISBURSEMENTS, THREE MONTHS ENDING
31ST MAY, 1912.

RECEIPTS.

	March, 1912.	April, 1912.	May, 1912.
Cash Balance at close of previous month..	\$ 25,439.63	\$ 24,225.20	\$ 24,701.31
Kelly Fund, Income.....	51.18	1,722.03	360.20
Ryder Fund, Income.....	10.00	20.00	
Jackson Fund, Income.....		25.00	
City Treasurer, for Incidental Fund.....	195.86	294.85	246.17
Finding Lists.....	56.43	52.62	45.18
Books lost and paid for.....	71.68	68.83	104.70
Deposits.....	273.20	182.50	166.90
Fines.....	1,178.94	1,341.05	1,273.02
Miscellaneous.....	123.03	86.15	868.02
	\$27,399.95	\$28,018.23	\$27,765.50

DISBURSEMENTS.

City Treasurer.....	251.14	207.60	1,017.90
Deposits Repaid.....	276.60	271.10	172.75
Books.....	108.95	51.15	33.70
Newspapers and Periodicals.....	28.90	3.50	6.30
Books lost and paid for—Refunds.....	10.05	16.15	10.50
Freight and Express.....	7.39	10.30	5.50
Delivery Stations—Miscellaneous.....	.94	12.19	4.22
Branch Reading Rooms—Miscellaneous..	.80	2.95	11.65
Miscellaneous Expense.....	70.86	20.51	32.60
Postage.....	65.00	105.00	100.00
Printing and Stationery.....	1.96	14.58	6.99
Heating and Generating Plant.....		6.79	9.61
Electric Supplies and Repairs.....		1.95	3.01
Janitor Expense.....		1.10	4.20
Pension Fund.....	1,178.94	1,341.05	1,273.02
Kelly Branch Library.....	799.09	1,251.00	941.03
Ryder Fund.....	374.13		237.02
Story Hour Fund.....			3.04
Austin Insurance Fund.....			654.27
	\$ 3,174.75	\$ 3,316.92	\$ 4,527.31
Balance, Cash on hand at close of month..	24,225.20	24,701.31	23,238.19
	\$27,399.95	\$28,018.23	\$27,765.50

SUMMARY OF BALANCES.

	March, 1912.	April, 1912.	May, 1912.
Hiram Kelly Fund.....	\$200,000.00	\$200,000.00	\$200,000.00
Hiram Kelly Fund, Increment.....	65,000.00	65,000.00	65,000.00
Hiram Kelly Fund, Income.....	14,433.79	14,433.79	14,433.79
Hiram Kelly Branch Library Fund.....	1,047.62	1,518.65	937.82
W. H. Ryder Fund.....	10,000.00	10,000.00	10,000.00
W. H. Ryder Fund, Income.....	2,099.92	2,119.92	1,882.90
Jerome Beecher Fund.....	2,000.00	2,000.00	2,000.00
Jerome Beecher Fund, Income.....	2,268.64	2,268.64	2,268.64
H. W. Jackson Fund.....	1,000.00	1,000.00	1,000.00
H. W. Jackson Fund, Income.....	96.91	121.91	121.91
Sherman Park Fund.....	29.08	29.08	29.08
Story Hour Fund.....	3.04	3.04	
Incidental Fund.....	205.15	253.83	271.72
Security Deposits.....	1,162.10	1,073.50	1,067.65
Special Deposits.....	100.00	100.00	100.00
Austin Branch Insurance Fund.....	2,500.00	2,500.00	1,845.73
	<u>\$301,946.25</u>	<u>\$302,422.36</u>	<u>\$300,959.24</u>
Deduct:			
Mortgage Loan.....	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00
Certificate of Deposit.....	406.59	406.59	406.59
Bonds.....	<u>272,814.46</u>	<u>272,814.46</u>	<u>272,814.46</u>
	<u>\$277,721.05</u>	<u>\$277,721.05</u>	<u>\$277,721.05</u>
Balance—Cash on hand.....	24,225.20	24,701.31	23,238.19
	<u>\$301,946.25</u>	<u>\$302,422.36</u>	<u>\$300,959.24</u>

SPECIAL COMMITTEES.

Director Wait, Chairman of the joint Committee on Administration and Buildings and Grounds, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Stern, Taylor, Lagorio, Frank, Freeman, Wait, Henius and the President—8.

Nays—None.

*To the President and Board of Directors,
The Chicago Public Library.*

Gentlemen:—Your joint Committee on Administration and Buildings and Grounds appointed April 8, 1912, to in-

vestigate the organization and work of the engineers' and janitors' departments with a view to such changes of organization and methods as may lead to economy of expenditure without loss of efficiency, presents its report as follows:

Your Committee, after a thorough investigation of the work of these departments in the entire building, came to the conclusion that the question resolved itself as to whether a saving could be effected by the purchase of electricity for light and power from outside sources.

In accordance with the authority granted May 20, 1912, the Board retained the services of Mr. Otto Luhr, consulting engineer, who made a thorough investigation of the heating, ventilating, power and lighting plant of the Library,

and gave to the Committee a written report of his findings.

Your Committee presents Mr. Luhr's report herewith as its final report and concurs in the recommendations therein.

Respectfully submitted,

HORATIO L. WAIT,

A. LAGORIO,

MAX HENIUS,

MORTIMER FRANK,

*Joint Committee on Administration
and Buildings and Grounds.*

CHICAGO, June 24, 1912.

CHICAGO, June 20, 1912.

REPORT TO THE JOINT COMMITTEE OF
BUILDINGS AND GROUNDS AND AD-
MINISTRATION OF THE CHICAGO
PUBLIC LIBRARY.

OBJECT.

To investigate the heating, ventilating, power and lighting plant of the Public Library, and, furthermore, determine whether it is more economical to continue operating the plant as has been done in the past or to purchase the electric current from the Sanitary District at a flat rate of 1 cent per kilowatt-hour.

EQUIPMENT.

Boilers.

Three 250 H. P. and one 150 H. P. John Mohr & Sons tube boilers which are in first-class condition. The steam pressure carried on these boilers is 150 pounds per square inch (gauge pressure). One injector.

Engines and Generators.

Four 12-20x13-275 R. P. M. Ball vertical cross-compound steam engines of 200 H. P. capacity each, and one 9-13x12-315 R. P. M. Ball tandem compound steam engine of 75 H. P. capacity. The four large engines are each direct connected to two 60 K. W. D. C. generators, and the small engine to two 22½ K. W. D. C. generators.

Pumps.

One 7x4x8 steam driven duplex boiler feed pump.

One 5x12½x5 steam driven duplex boiler feed pump.

One 4x6 electric driven boiler feed pump, which is practically worn out.

One 7x8x6 steam driven duplex house pump, which can also be used as a boiler feed pump.

One 4x6 triplex single acting electric house pump.

Two 16x9x12 steam driven duplex fire pumps.

Two 9½x13x10 steam driven Westinghouse air compressors.

Two steam driven Westinghouse air compressors in reserve.

Motors for 14 Ventilating Fans.

Two 15 H. P. Allis-Chalmers.

Four 7½ H. P. Northern Electric.

One 5 H. P. Northern Electric.

Three 5 H. P. Crocker-Wheeler.

One 3 H. P. Crocker-Wheeler.

One 2 H. P. Crocker-Wheeler.

One 1½ H. P. Crocker-Wheeler.

One 1 H. P. Crocker-Wheeler.

Other Motors.

Ten 20 H. P. Gibbs motors for driving 10 Crane elevators.

One 20 H. P. Roth motor for driving Kaestner & Hecht elevators.

Three 1½ H. P. Burdett-Rowntree motors for dumb waiters.

Two 4 H. P. Roth motors for dumb waiters.

One 4 H. P. Westinghouse motor on pneumatic blower.

One 10 H. P. Keystone motor on electric boiler feed pump.

One 3 H. P. Keystone motor on electric house pump.

One 7½ H. P. Crocker-Wheeler motor on ash elevator.

Two 3 H. P. C. & C. motors on engine room fans.

One 3 H. P. Crocker-Wheeler motor on A. C. generator for ozone machine.

One 2 H. P. Burdett-Rowntree motor for emery wheel and saw.

One 1 H. P. Westinghouse motor on drill press.

There are a total of 39 motors with 356½ H. P. capacity.

Fans.

Seven supply and seven exhaust fans for furnishing the building with 157,000 cubic feet of air per minute.

Heating.

There are about 39,000 square feet of direct heating surface and about 17,800 square feet of indirect heating surface.

One hot water heater containing about 800 square feet of heating surface.

One 500 H. P. open type excelsior feed water heater.

Lighting.

The building contains about 8,000 incandescent lamps and 10 arc lamps.

Miscellaneous.

Two pneumatic sewerage ejectors.

Twenty-eight electric clocks.

Two large water storage tanks.

COAL CONSUMPTION FOR YEAR 1911.

Total consumption 2636.2 tons

Coal consumption during seven winter months, Oct. 1 to May 1, 1911.

On account of these months being the heating season, the greatest portion of coal was burned during this time. Although steam for heating may be required in the latter part of September and at times during the early part of May, nevertheless it may be taken for granted that during these seven months steam is constantly required. During this time the exhaust fans discharge 157,000 cubic feet of air per minute through the various heating coils, and assuming that the temperature of the air is raised on the average 40 degrees F., the amount of coal required would be $\frac{157,000 \times 40 \times 0.2375 \times 60 \times 24 \times 30 \times 7}{13.5 \times 2,000 \times 2,000} = 1,856$ tons.

COAL CONSUMPTION DURING FIVE SUMMER MONTHS, MAY 1, 1911, TO OCTOBER 1, 1911.

Assuming that no heat is required for the radiators during this time, the coal

needed for generating the power and furnishing hot water for the building would be as follows: 300,034 K. W. hours were produced and from a series of tests previously made on the steam consumption per K. W. hour, including the losses in the steam mains, I have calculated that a K. W. hour consumes 4.38 lbs. of coal. Hence, for generating this current (300,034 K. W. hours), there are required

$\frac{300,034 \times 4.38}{2,000} = 657$ tons of coal. Assuming that 8.5 lbs. of water had to be fed to the boiler per pound of coal, then the boiler-feed pump would require about 39 tons of coal. The house pump had to furnish about 1,250,000 gallons of water during these 5 months, which must be delivered into the two tanks located on the roof, requiring about 7 tons of coal. The air-compressor pumps about 600,000 cubic feet of free air against 15 lbs. of pressure, which requires about 15 tons of coal, making a total of 61 tons for water and air pumping. Deducting the 1856 tons of coal consumed in the winter months from the total coal consumed (2636.2 tons) gives 780.2 as the coal consumed in the summer months. Altogether there are 657 + 61 = 718 tons of coal, which can be accounted for, and 780.2 - 718 = 62.2 tons not accounted for during the summer months. The greater part of these 62.5 tons may have been consumed during the heating season, as the air was, perhaps, heated 1 degree F. higher than I estimated. It must be borne in mind that it requires 46.4 tons of coal to heat 157,000 cubic feet of air 1 degree F. during 7 months, hence a variation as shown above may easily occur.

SUMMARY OF COAL CONSUMPTION.

	Tons.
Coal consumed in 7 winter months	1,856
Coal for generating current in 5 summer months	657
Coal for boiler-feed pump in 5 summer months	39

Coal for house pump in 5 summer months	7
Coal for air compressors in 5 summer months	15
Coal unaccounted for	62.2

Total coal consumption 2,636.2

SAVING ACCOMPLISHED IF THE ENTIRE ELECTRIC CURRENT IS BOUGHT.

One engineer for 3½ months..	\$ 350.00
Two oilers for 12 months.....	2040.00
Three firemen for 4 months....	1020.00
One coal passer for 4 months..	300.00
One coal passer for 6 months..	450.00
Repairs on the engines.....	200.00
Oil.....	150.00
Packing, waste, etc.....	100.00
Saving on hauling ashes	100.00
Saving on coal	2961.76

Total saving.....\$7671.76

ADDITIONAL COST.

Since the present machinery for driving the vacuum pump, house pump and air pump are all steam driven, it would become necessary to substitute electric driven machinery for them, and these would also have to be in duplicate. Furthermore, since there would be no steam in the boilers during the summer time, although hot water for the entire building is required, it would become necessary to install a hot water heating system operated either by gas or anthracite coal. The entire cost of this new machinery completely installed would be about \$5,400. On this investment, interest and depreciation must be figured, the usual figure being about 10 per cent. Hence there is an additional charge of \$540.00 for interest and depreciation on capital invested in the machinery. The cost of heating the water during the 5 months would be about \$250.00. The cost for operating the new machinery electrically as shown below would be \$590.40 per year. The

cost of operating all the present machinery, if the entire current of 1911 is taken as a basis, would be \$7,191.94.

TOTAL ADDITIONAL COST IF ENTIRE ELECTRIC CURRENT IS BOUGHT.

Operating one vacuum pump for 7 months.....	\$ 50.40
Operating one house pump per year	180.00
Operating one air pump per year	360.00
Interest and depreciation on new machinery	540.00
Heating water for 5 months....	250.00
Cost of electricity.....	7,191.94

Total additional cost.....\$8,572.34

The following is an itemized cost sheet for either operating the plant as at present or buying the electricity, from which it may readily be seen that it is not profitable to buy the electric current at 1 cent per K. W. hour:

COST OF OPERATING PRESENT PLANT.

1 chief engineer.....	\$ 2,500.00
1 assistant engineer.....	1,920.00
1 assistant engineer.....	1,720.00
2 assistant engineers.....	3,000.00
1 assistant engineer.....	1,200.00
1 extra engineer.....	350.00
2 oilers	2,040.00
3 firemen	3,060.00
2 coal passers.....	1,800.00
1 laborer.....	780.00
Repairs, etc., heating plant..	793.96
Repairs, etc., elevators	500.00
Electric supplies.....	1,000.00
Hauling ashes.....	250.00
Coal	9,754.72
Coal analysis	300.00
Kerosene and gasoline	50.00

Total.....\$31,018.68

COST OF OPERATING PLANT WHEN CURRENT IS PURCHASED.

1 chief engineer.....	\$ 2,500.00
1 assistant engineer.....	1,920.00
1 assistant engineer.....	1,720.00

2 assistant engineers.....	3,000.00
1 assistant engineer.....	1,200.00
3 fireman 8 months.....	2,040.00
1 coal passer 8 months.....	600.00
1 coal passer 6 months.....	450.00
1 laborer.....	780.00
Repairs, etc., heating plant..	343.96
Elevators.....	500.00
Electric supplies.....	1,000.00
Hauling ashes.....	150.00
Coal.....	6,792.96
Electric current 1 cent K. W. hour.....	7,191.94
Kerosene and gasoline.....	50.00
Hot water for 5 months.....	250.00
Interest and depreciation new machinery.....	540.00
Coal analysis.....	300.00
Additional current.....	590.40

Total.....\$31,919.26
Total cost at present.....31,018.68

Total additional expense when
buying entire electric current \$900.54

REMARKS.

I wish to call the attention of the Committee to the fact that the repair bills of the entire plant are extremely low, because practically all the repairs are done by the engine room crew. The plant is in first-class condition in every respect.

The reason why the amount of labor which could be saved if a change is made is comparatively small, is that the duties of the engine room crew are manifold and their work distributed over the entire building. The operation of one or two steam engines for generating the current demand comparatively little attention.

I wish to advise the Committee not to purchase current from the Sanitary District at 1 cent per K. W. hour. It is shown on the itemized sheets that it would cost more to operate the plant when buying the electricity than when operating it as at present. It would also become necessary to purchase new machinery, which would cause an outlay of at least \$5,400.00.

Other reasons for not making the change are that the present plant operates very economically, and that it is safer to produce your own current than to have it brought from a long distance to your plant, as in the latter case there are more chances of interference.

Director Wait, also, presented a bill from Mr. Otto Luhr, consulting engineer, in the amount of \$150.00, and moved that the bill be ordered paid.

Carried.

Yeas—Directors Stern, Taylor, Lagorio, Frank, Freeman, Wait, Henius and the President—8.

Nays—None.

Director Ksycki entered the room and took his seat.

REPORTS OF OFFICERS.

The President presented his annual report for the year ended May 31, 1912.

Director Stern moved that the report be received, and that it be made the annual report of the Board and be transmitted to the Mayor and City Council.

Carried.

The Librarian presented an abstract of his annual report for the year ended May 31, 1912, which was received and made a part of the annual report of the Board.

The Secretary presented his annual report for the year ended May 31, 1912, which was received and made a part of the annual report of the Board.

Director Stern moved that the reports of the President, Secretary and Librarian be printed, and that authority be given for an edition of 1,500 copies.

Carried.

Yeas—Directors Stern, Taylor, Lagorio,

Frank, Freeman, Wait, Henius, Ksycki and the President—9.

Nays—None.

He, also, moved that the Secretary be authorized to prepare an index to the proceedings of the Board for two years, ending June 30, 1912, and that 30 volumes of the minutes be bound, at an estimated cost of \$50.00.

Carried.

NEW BUSINESS.

Director Henius stated that he would sail for Europe on the 1st of July next,

and requested that a leave of absence be given him from his duties as a Director until October.

Director Frank moved that the request be granted, and that Dr. Henius be made the official representative of the Library Board in his visits to the libraries of Europe.

Carried.

On motion of Director Frank, the Board adjourned.

H. G. WILSON,
Secretary.

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